



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

Advisory No. 78, s. 2026
May 14, 2026

In compliance with DepEd Order (DO) No. 8, s. 2013
This advisory is issued not for endorsement per DO 28, s. 2001
but only for the information of DepEd officials,
personnel/staff, as well as the concerned public.
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**2026 TRAINING CALENDAR OF THE PERSONNEL ASSOCIATION
OF THE PHILIPPINES, INC.**

Attached is a communication letter from Dr. Raymundo P. Arcega, Executive Director and Ronaldo V. De Castro, POAP President, inviting interested personnel to attend the upcoming trainings titled: Managing Employee Records and Data Privacy and Building A Positive Workplace Culture scheduled on May 19-22, 2026 at XYZ Hotel, Tacloban City.

Participation of all concerned shall be subject to the *no-disruption-of-classes policy* stipulated in DepEd Order No. 9, s. 2005 entitle *Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith*.

More information may be inquired from:

Name: Dr. Raymundo P. Arcega
Executive Director
Ronaldo V. De Castro
POAP President
Contact No.: 0949-8892016
09178614273
Email Address: poap_org@yahoo.com
Website: www.poap.org.ph

Considering that this is an Advisory, Schools Division Superintendents are given the discretion to act on this matter.

AD-PS-EDR



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Region VIII Eastern Visayas <region8@deped.gov.ph>

POAP INVITATION

1 message

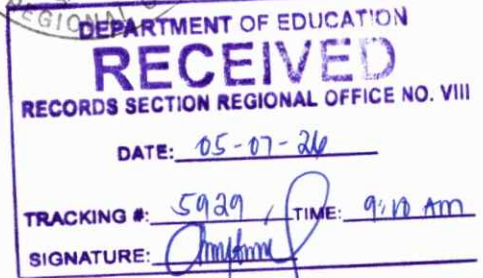
Personnel Officers Association of the Philippines <poap_org@yahoo.com>
Reply-To: Personnel Officers Association of the Philippines <poap_org@yahoo.com>
To: "region8@deped.gov.ph" <region8@deped.gov.ph>

Tue, May 5, 2026 at 2:40 PM

Good day,

Please see attached file for your reference.

Thank you,
Hans



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" The secret of getting ahead is getting started" - Mark Twain



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PERSONNEL OFFICERS ASSOCIATION OF THE PHILIPPINES, INC.

A Civil Service Commission (CSC)-Accredited Learning and Development Institution Unit D, No. 9 Biscayne Street, Brgy. West Fairview, Capitol Site, Quezon City

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CP Nos. Smart (0949-8892016) and Globe (0917-8614273)
Website: www.poap.org.ph

May 5, 2026

SALUSTIANO T. JIMENEZ, CESO III

Regional Director
DepEd Region VIII

Dear Mr./Ms.,

The Board of Directors of the Personnel Officers Association of the Philippines (**POAP**) is pleased to present its **2026 Training Calendar**. Mindful of the topics relevant to our goals of achieving improved productivity and effective delivery of services in the bureaucracy, this year's lineup of training programs and seminars has been carefully crafted. The selection of topics is based, in part, on the results of the **2025 Training Needs Analysis (TNA)**.

We are pleased to invite you to attend our upcoming trainings titled "**MANAGING EMPLOYEE RECORDS AND DATA PRIVACY**" and "**BUILDING A POSITIVE WORKPLACE CULTURE**" scheduled **May 19-22, 2026 in XyZ Hotel, Tacloban City**. It would be a great honor to have you join us for this event.

For your reference, we have attached the following documents:

- The **2026 POAP Training Calendar**, detailing the topics, schedules, and venues for each training session/seminar. Please note that all activities, including the Annual National Conference, will be **LIVE-OUT** events.
- The **Guidelines for Nomination** and other relevant information concerning the participation of your employees in these training programs.

We also encourage you to share this invitation and its attachments with your colleagues. Should you wish, we would be happy to extend invitations to other government offices or organizations you may recommend.

Additionally, we would be glad to offer **in-house training programs** that can be customized to suit your agency's specific training needs. Please feel free to contact us should this be of interest.

For more details, you may reach us through the following:

- Telephone: (02) 373-3468
- SMS: 0949-8892016 (Smart) / 0917-8614273 (Globe)
- Email: poap_org@yahoo.com
- Website: www.poap.org.ph

We look forward to the participation of your employees in our upcoming programs. At POAP, we remain committed to building capacity for improved employee performance and enhanced organizational productivity.

Very truly yours,

For the POAP Board of Directors


DR. RAYMUNDO P. ARCEGA
Executive Director


RONALDO V. DE CASTRO
POAP President

GUIDELINES ON NOMINATION AND PARTICIPATION IN POAP TRAINING PROGRAMS/SEMINARS AND ANNUAL NATIONAL CONFERENCE

1. Please register in advance in our Google Form provided in our website @ www.poap.org.ph to enable POAP to determine in advance the participants' needs such as training kits and materials, meals, size of the seminar hall and other arrangements.
2. The legal basis for attendance and cost was based on National Budget Circular 596 dated January 20, 2025.
3. The training fee of Nine Thousand Pesos (**P9,000.00**), inclusive of tax, will cover the following:
 - 3.1 Participation in the training program/seminar and City Tour in the afternoon of Day 4, from 1:30 – 5:30 PM; **(except BORACAY)**
 - 3.2 Training kit and soft copy of the resource person/s' presentations;
 - 3.3 Meals: three (3) servings of lunch and six (6) servings of snacks;
 - 3.4 Certificate of Appearance; and
 - 3.5 Certificate of Participation.

Please note that Registration will start promptly at 8:30 in the morning on Day 1 and the Training proper will start at 1:30 in the afternoon on the same day and officially end at 12:00 noon on Day 4.

4. POAP reserves the right to cancel or merge programs which do not meet the required minimum number of participants. In case the programs are merged, the program with the lower number of confirmed participants will be cancelled. Due notice of cancellation/merger of programs will be given to those who have already signed up or submitted their registration and announcement will be posted at the POAP Website and Facebook Page.
5. Pursuant to the new POAP Articles of Incorporation/By-Laws, the initial POAP membership fee is P500.00. Annual due is P300.00 while lifetime membership fee is P3,000.00. Seminar participants are invited to be members while existing POAP members are encouraged to renew their membership by paying an annual due of P300.00. A member in good standing enjoys certain rights, privileges and prerogatives particularly, discount on registration fees for trainings and conferences, and the right to vote and be voted upon in the elections held during the annual conference.
6. Payment of seminar fees, membership fees and annual dues may be made upon receipt of this communication at the POAP office or via inter-branch deposit at a local Land Bank of the Philippines (POAP-LBP Savings Acct. No. (0231-1743-03), or Philippine National Bank (POAP-PNB Current Account Number (105270004904) or at the venue before the start of the seminar from 8:30 a.m. to 12:00 noon on Day 1 or from 8:00 a.m. to 12:00 noon on Day 2.
7. Priority will be given to participants who have already paid before the start of the training program/seminar, i.e. reserved seats, kits and meal stubs. However, to be included in the priority list, please send a copy of your receipt thru e-mail: poap_org@yahoo.com, NOT LATER THAN TWO WORKING DAYS BEFORE THE START OF THE SEMINAR. This will ensure that you have reserved seats and training kits.

POAP TRAINING CALENDAR 2026

PROGRAM TITLE		DATE	VENUE
1	STRATEGIC ROLE OF HUMAN RESOURCES IN ORGANIZATION	MARCH 24 - 27	BAGUIO CITY
2	THE ROLE OF LEADERSHIP IN SHAPING CULTURE		
3	MANAGING WORKPLACE HARASSMENT	APRIL 7 - 10	LEGAZPI CITY
4	DEFINING EXCELLENT CUSTOMER SERVICE		
5	HR TECHNOLOGY AND ANALYTICS	APRIL 21-24	BORACAY, AKLAN
6	PUBLIC SERVICE EXCELLENCE		

PROGRAM TITLE		DATE	VENUE
7	AI IN THE WORKPLACE	MAY 5- 8	PUERTO PRINCESA CITY, PALAWAN
8	CHANGE MANAGEMENT		
9	MANAGING EMPLOYEE RECORDS AND DATA PRIVACY	MAY 19 - 22	TACLOBAN CITY
10	BUILDING A POSITIVE WORKPLACE CULTURE		
11	CAREER DEVELOPMENT AND GROWTH OPPORTUNITIES	JUNE 9 - 12	CEBU CITY
12	FOSTERING COLLABORATION AND TEAMWORK		
13	HRs ROLE IN LEGAL COMPLIANCE	JUNE 23 - 26	ILOILO CITY
14	COMPETENCY-BASED HUMAN RESOURCES MANAGEMENT		

	PROGRAM TITLE	DATE	VENUE	FACILITATOR
15	GLOBAL HUMAN RESOURCES	JULY 7 - 10	DUMAGUETE CITY	DIR. SOMERADO PANDAPATAN DIR. JUNAIDA UNDAC
16	WORKPLACE CULTURE AND WELL-BEING			
17	<u>THE PSYCHOLOGY OF EMPLOYEE ENGAGEMENT</u>	JULY 21 - 24	BACOLOD CITY	DIR. A SLIAH MANIRI DIR. GINALYN INCIONG
18	<u>LINKING PERFORMANCE TO COMPENSATION</u>			
19	WORKPLACE BULLYING AND ITS IMPACT ON CULTURE	AUGUST 4 - 7	CAGAYAN DE ORO CITY	DIR. CONSUELO CABRERA DIR. ANNA ZENAIDA ALONTO
20	PUBLIC SERVICE EXCELLENCE THROUGH QUALITY ASSURANCE			
21	CELEBRATING WORKPLACE DIVERSITY	AUGUST 18 - 21	PANGLAO, BOHOL	DIR. ROLANDO GONZALEZ JR DIR. FLORANTE ALVERO
22	RECOGNIZING AND PREVENTING BURNOUT			

	PROGRAM TITLE	DATE	VENUE	FACILITATOR
23	MEASURING TRAINING EFFECTIVENESS	SEPTEMBER 8 - 11	TAGAYTAY CITY	DIR. JACQUELINE INCIONG DIR. GINALYN INCIONG
24	BUILDING AN EFFECTIVE EMPLOYER BRAND			
25	MANAGING UNDERPERFORMANCE	SEPTEMBER 22 - 25	ZAMBOANGA CITY	DIR. JUNAIDA UNDAC DIR. ANNA ZENAIDA ALONTO
26	DIGITAL HR TRANSFORMATION			
27	FUTURES THINKING	OCTOBER 6 - 9	DAVAO CITY	DIR. ROLANDO GONZALEZ DIR. A SLIAH MANIRI
28	INCLUSIVE WORKPLACE			
29	E-LEARNING AND ONLINE TRAINING PLATFORMS	OCTOBER 20 - 23	QUEZON CITY	DIR. ROLANDO GONZALEZ DIR. CONSUELO CABRERA
30	BUILDING TRUST BETWEEN EMPLOYEES AND MANAGEMENT			

	PROGRAM TITLE	DATE	VENUE	FACILITATOR
31	THE ROLE OF HR IN EMPLOYEE RELATIONS	NOVEMBER 10 - 13	CLARK, PAMPANGA	DIR. JACQUELINE LANDICHO DIR. GINALYN INCIONG
32	CREATING A LEARNING CULTURE			
33	51ST POAP NATIONAL CONFERENCE	DECEMBER 1 - 4	NCR	

As part of our upcoming 2026 training programs, please see the registration links below for the 2026 POAP Trainings.

MARCH 24-27, 2026 in BAGUIO CITY

1. STRATEGIC ROLE OF HUMAN RESOURCES IN ORGANIZATION

<https://forms.gle/fkdV9h76bbqmGDFE8>

2. THE ROLE OF LEADERSHIP IN SHAPING CULTURE

<https://forms.gle/xkjHcm9HGeRk48mm6>

APRIL 7-10, 2026 in LEGAZPI CITY

3. MANAGING WORKPLACE HARASSMENT

<https://forms.gle/hz1t7zEqFMEKpBY9A>

4. DEFINING EXCELLENT CUSTOMER SERVICE

<https://forms.gle/51ZvQLqb4NKXHx1H7>

APRIL 21-24, 2026 in BORACAY, AKLAN

5. HR TECHNOLOGY AND ANALYTICS

<https://forms.gle/rNjDiMNsZBYfEGqL7>

6. PUBLIC SERVICE EXCELLENCE

<https://forms.gle/bnrm2f3W2eHNQM2C7>

MAY 5-8, 2026 in PUERTO PRINCESA CITY, PALAWAN

7. AI IN THE WORKPLACE

<https://forms.gle/FR2ot2jy143mnE3P8>

8. CHANGE MANAGEMENT

<https://forms.gle/ynGZhgPD1yk3gYmL6>

MAY 19-22, 2026 in TACLOBAN CITY

9. MANAGING EMPLOYEE RECORDS AND DATA PRIVACY

<https://forms.gle/jC28k7k5zXASnvt5>

10. BUILDING A POSITIVE WORKPLACE CULTURE

<https://forms.gle/JraoZNcW8J2cUemMA>

JUNE 9-12, 2026 in CEBU CITY

11. CAREER DEVELOPMENT AND GROWTH OPPORTUNITIES

<https://forms.gle/A74xdsHVvZZan2JF7>

12. FOSTERING COLLABORATION AND TEAMWORK

<https://forms.gle/Fs7dL2zRXXifDLNo7>

JUNE 23-26, 2026 in ILOILO CITY

13. HRs ROLE IN LEGAL COMPLIANCE

<https://forms.gle/WiL8kvn2fLKeiwNt5>

14. COMPETENCY-BASED HUMAN RESOURCES MANAGEMENT

<https://forms.gle/7g3oqW3Ps7fCrLDbA>

JULY 7-10, 2026 in DUMAGUETE CITY

15. GLOBAL HUMAN RESOURCES

<https://forms.gle/9TXnxX8KypfMvMuw8>

16. WORKPLACE CULTURE AND WELL-BEING

<https://forms.gle/K4q8pkHmKX4rLARm8>

JULY 21-24, 2026 in BACOLOD CITY

17. THE PSYCHOLOGY OF EMPLOYEE ENGAGEMENT

<https://forms.gle/ahc4npEYGcW4JhxK6>

18. LINKING PERFORMANCE TO COMPENSATION

<https://forms.gle/6YjbUtuEpeSEn7RZ9>

AUGUST 4-7, 2026 in CAGAYAN DE ORO CITY

19. WORKPLACE BULLYING AND ITS IMPACT ON CULTURE

<https://forms.gle/tmR7LzHKMcMANYtJ6>

20. PUBLIC SERVICE EXCELLENCE THROUGH QUALITY ASSURANCE

<https://forms.gle/tyPRjcs4NT3DnKB18>

AUGUST 18-21, 2026 in PANGLAO, BOHOL

21. CELEBRATING WORKPLACE DIVERSITY

<https://forms.gle/5nLUceEvyRfrog8y9>

22. RECOGNIZING AND PREVENTING BURNOUT

<https://forms.gle/e6S7V1NgNyrVE9K88>

SEPTEMBER 8-11, 2026 in TAGAYTAY CITY

23. MEASURING TRAINING EFFECTIVENESS

<https://forms.gle/zzW3x3CFf24CvVSc6>

24. BUILDING AN EFFECTIVE EMPLOYER BRAND

<https://forms.gle/9ZSc9BPJLwpVqH3UA>

SEPTEMBER 22-25, 2026 in ZAMBOANGA CITY

25. MANAGING UNDERPERFORMANCE

<https://forms.gle/iKKsqKev3w2WT7XRA>

26. DIGITAL HR TRANSFORMATION

<https://forms.gle/8Dyxrde7vCwkkfLC8>

OCTOBER 6-9, 2026 in DAVAO CITY

27. FUTURES THINKING

<https://forms.gle/Y7AQ9ppJmWHMdUBu7>

28. INCLUSIVE WORKPLACE

<https://forms.gle/C67vg66su6hoN3ga7>

OCTOBER 20-23, 2026 in QUEZON CITY

29. E-LEARNING AND ONLINE TRAINING PLATFORMS

<https://forms.gle/z1gDgpNm6xTVo2fRA>

30. BUILDING TRUST BETWEEN EMPLOYEES AND MANAGEMENT

<https://forms.gle/yhrNddd7yfrLBoZo6>

NOVEMBER 10-13, 2026 in CLARK, PAMPANGA

31. THE ROLE OF HR IN EMPLOYEE RELATIONS

<https://forms.gle/hu2FqkqGAmYCi9fCA>

32. CREATING A LEARNING CULTURE

<https://forms.gle/cUvGzNrQ65jX1gZW8>

DECEMBER 1-4, 2026 in NCR

33. 51ST POAP NATIONAL CONFERENCE

<https://forms.gle/Be67K2UbXqXcBYAs8>

Should you have any questions or require further information, please do not hesitate to contact us. We look forward to your participation in our 2026 POAP Trainings.