

## L&D PLAN IMPLEMENTATION MATRIX CY 2022

A. CORE COMPETENCIES	EIENCIES				Target Learners				Support Requirements	rements	f
Desired Outcome/s	Comptency to be Adressed	Learning Objectives	Proposed L&D Intervention	Number	Office/s	Jan Feb Mar Apr May Jun	Jul Aug Sep Oct Nov	Dec	Financial	Logistic	Source o
MIAA employees with high level of intergity,	Exemplifying Integrity	To provide an avenue for participant-public servants to internalize and enhance their		38	All organizational				0	Tacho Internet Connection	ממש
transparency, and accountability	Professionalism	understanding of their role as civil servants and their accountability to the	Public Service (ITAPS)	200	Units				. c.	rapuy, menter voortevoor	
Provide excellent customer service to both internal and external clients	Delivering Service Excellence	To develop intrapersonal and interpersonal skills through working on self-management, enhancing personal and career skills and striving towards service excellence.	Service Excellence Workshop/DisipliNAI A	500	All organizational Units				0.00	Laptop, Internet Coonection	HRDD

Gender-si workforce	Menta workfi the m	Work innov esper	
ar-sensii	Mentally-resilient workforce especi the midst of pand	Workforce that is innovative and or especially in this New Normal	
Gender-sensitive MIAA workforce	Mentally-resilient workforce especially in the midst of pandemic	Workforce that is innovative and crative especially in this time of New Normal	
Professionalism	Delivering Service Excellence	Championing and Applying Innovatio	
	ervice	Championing and Applying Innovation	
To develop an awareness of Gender and Development and the gender issues and to enumerate the socialization process that affects the gender roles	To provide MIAA employees with a greater understanding of mental health, stress, and resilience in this time of pandemic.	To enhance and develop the personnel's ability to think outside of the box and implement these new ideas while creating and delivering better value or service excellence.	
lop an ess of Gerelopmer gender mid to ate the attion products the oles	ide MIA/ ees with anding o nealth, si nealth, si	To enhance and develop the personnel's ability think outside of the box and implemen these new ideas while creating and delivering better value or service excellence.	
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Gender Sensitivity Training	Mental Health Resilience Seminar	Harnessing Innovation and Creativity at Workplace	
ensitivit	ealth e Semin	ing on and / at	
200	<b>ar</b> 500	200	
All organizational Units	All organizational Units	All organizational Units	
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	MIAA employees adopting the practice of good housekeeping especially in their workplaces	Oriented employees on ISO 14001:2015 Environmental Management System
	Delivering Service Excellence	Championing and Applying Innovation
	To enumerate and disuss the MIAA 5S Practice of Good Housekeeping including the MIAA 5S Standards to be implemented by offices to ensure commitment to the Auhtority's 5S Program	To introduce the MIAA personnel to the basics of setting up an environmental management system - Environmental from understanding Management the areas of commitment from the (Cascading) top management, to learning how to implement a life cycle perspective
	5S The Practice of Good Housekeeping	ness
	200	500
	All organizational Units	All organizational Units
TOTAL		
320,000.00	0.00	0.00
	Laptop, Internet Coonection	Laptop, Internet Goonection
	HRDD	HRDD

MIAA supervisors equipped with the purpose, principles, processes and practices of mentoring and coaching that will enable them to develop the necessary competencies to effectively mentor and coach others	MIAA officials and managers who are able to develop competent, engaged, and high performing workforce.	THE STREET SOME THE PROPERTY OF THE PROPERTY O
Managing Performance and Coaching for Results	All 5 Leadership Competencies	
To help the participants understand workforce and organizational development challenges and opportunities and know fundamental coaching and mentoring concepts and tools for leaders	To help the participants understand the link between capacity building and organizational development and to impart strategies on how to create a conducive environment in the workplace where all employees are free to be innovative	
Coaching and Mentoring for Leaders	Manager's Role in Capacity Building	
200	70	
Supervisor	Top Management to Middle Management	
360,000.00	150,000.00	
Laplop, Internet Coonection	Laptop, Internet Coonection	
HRDD	HRDD	

Enhance skills bo and exte	Enhanced te	C. O		Enhanced si supervisors drive results
Enhanced speaking skills both for internal and external clients	Enhanced technical writing skills	RGANIZA		Enhanced skills of supervisors to lead and drive results
Speak	Writing	TIONA		
ng Effectively	Writing Effectively	L COMPE		All 5 Leadership Competencies
To develop substantial groth and personal development among participants, and to unleash their potentials and capabilities in conversing using the English language.	To enable the MIAA personnel to develop writing skills that reflect the principles of good grammar, mechanics and organization.	C. ORGANIZATIONAL COMPETENCIES - MANDATORY		To explore the differences between management and leadership and how to balance both sets of skills, and to let participants learn practical leadership skills to be applied to work situations and challenges
Workshop on Speaking Effectively	Workshop on Technical Writing	NDATORY		Supervisory Development Course
100	100			200
All organizational Units	All organizational Units			Supervisor
			TOTAL	
80,000.00	80,000.00		870 000 00	360,000.00
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To mise basis assessment of the persignation or risk transgement management management management management management correption and transpers risk Management recitations and to leastle-the-that to leastl	(0, 77)		
To raise basic swareness of the participants on risk management participants on risk management workshop on Risk (Management Corocepts and menage risks in their offices in the context of Sto 14001/2015 EMS (Management Learning Management Learning Management Learning Management Learning Management Learning Management Learning Management (Management Learning Management Learning Managem	Enhanced computer skills	Enhanced skills in problem solving and decision-making	Enhanced skills in managing risks
so nisk so nis		Problem Solving and Decision- Making	Risk Management
All organizational Units  All organizational Units  All organizational Units  All organizational Units  0.00 All organizational Units	tutorial on nands of used fffice software sic peration Handling, rocessing, and MS	To provide MIAA personnel with the analytic tools, tactics, and strategies for working with problems in the professional environment.	To raise basic awareness of the participants on risk management concepts and mechanisms, and to enable them to identify and manage risks in their offices in the context of ISO 14001:2015 EMS
All organizational Units  40,000.00 Lapto, Internet Connection Units  80,000.00 Lapto, Internet Connection Units  0.00 Lapto, Internet Connection Units		Problem Solving and Decision- Making Course	Workshop on Risk Management
40,000.00 Laptop, Internet Connection  80,000.00 Laptop, Internet Connection	100	100	100
Laptop, Internet Coonection Laptop, Internet Coonection	All organizational Units	All organizational Units	All organizational Units
Laptop, Internet Coonection Laptop, Internet Coonection			
Laptop, Internet Coonection Laptop, Internet Coonection			
Laptop, Internet Coonection Laptop, Internet Coonection			
Laptop, Internet Coonection Laptop, Internet Coonection			
Laptop, Internet Coonection Laptop, Internet Coonection			
Laptop, Internet Coonection Laptop, Internet Coonection			
Laptop, Internet Coonection Laptop, Internet Coonection			
	0.00	80,000.00	40,000.00
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Enhanced skills in the implmentation of Airport Security Programme	D. TECHNICAL		Enhanced skills in the doctrine of completed staff work	Enhanced skills in records and archives management
Quality Control in Civil Aviation	COMPETENCI		Feedbacking Skills	Records Management
To educate participants on their roles as aviation security professionals in the overall aviation security framework and to familiarize them with the types of threats to consider in a security risk assessment	TECHNICAL COMPETENCIES - MANDATORY		To equip the participants with the right knowledge, attitude, and proper skills on how to prepare, develop, coordinate, and communicate when work is completed.	To ensure the safety of organizational information and to understand and implement monitoring and controlling of a record management system.
Airport Security Programme (ASP) Workshop	JRY		Workshop on Completed Staff Work	Workshop on Record and Archives Management
O			100	100
Airport Security Inspectorate Office			All organizational Units	All organizational Units
		TOTAL		
15,000.00		360,000.00	40,000.00	40,000.00
Laptop, Internet Coonection			Laptop, Internet Coonsection	Laplop, Internet Coonection
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Enhanced skills in internal quality audit	Enhanced skills in internal quality audit	Enhanced skills in conducting compliance monitoring in the civil aviation	
Operations Audit	Management Audit	Quality Control in Civil Aviation	
To educate participants on key systems, processes and documentation for computer systems.	To examine the updates on auditing principles and techniques and facilitates the practice of required internal audit skills.	To reinforce delegate understanding of skills necessary to manage, plan, conduct and report a wide range of audits in support of regulatory compliance.	
IT Audit	Updates on Internal Auditing Standards	An Introduction to Compliance Monitoring (Auditing)	
2	2	O	
Internal Audit Services Office	Internal Audit Services Office	Airport Security Inspectorate Office	
2,500.00	2,500.00	15,000.00	
Laptop, Internet Coenection	Laptop, Internet Coonection	Laptop, Internet Coonection	
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The program is being offered to comply with Rule 2, Section 2 of S.C. Bar Matter No. 850 (Rules on MCLE) which states that: "Members of the IBP which states that: "Members of the IBP Continuing Legal is not exempt under Rule 7 shall complete Education (MCLE) hours of continuing legal exercision activities approved by the MCLE office."  Enhanced skills in Safety Management System especially in airport setting  Safety Management Safety Management applicable to airline, Systems  Safety Management opperations.	Enh: Safe Syst	Orie	
The program is being offered to comply with Rule 2, Section 2 of S.C. Bar Matter No. 850 (Rules on MCLE) which states that:  "Members of the IBP which states that: "Members of the IBP is not exempt under Continuing Legal every three (3) years at least thirty-six (36) hours of continuing legal education (MCLE) hours of continuing legal education activities approved by the MCLE office".  To introduce participants to the key tools to manage a performance-based SMS. The processes Advanced Safety examined are equally Management applicable to airline, airport, Air Traffic Management applicable to airline, airport, Air Traffic Management operations.	anced sk ty Manaç em espe vrt setting	inted on r	
The program is being offered to comply with Rule 2, Section 2 of S.C. Bar Matter No. 850 (Rules on MCLE) which states that:  "Members of the IBP is not exempt under Rule 7 shall complete every three (3) years at least thirty-six (36) hours of continuing legal education activities approved by the MCLE office".  To introduce participants to the key tools to manage a performance-based SMS. The processes Safety Management examined are equally applicable to airline, airport, Air Traffic Management, and other aviation operations.	jement jement cially in	gal pract	
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Mandatory Continuing Legal Education (MCLE)  Advanced Safety Management Systems	ement	nical	
Mandatory Continuing Legal Education (MCLE)  Advanced Safety Management Systems	To introduce participants to the very tools to manage performance-base SMS. The processe examined are equal applicable to airline, airport, Air Traffic Management, and ther aviation perations.	The program is bei offered to comply woffered to comply woffered to comply woffered to comply woffered to compleso (Rules on MCL & Which states that:  Which states that:  Whembers of the IB is not exempt under a shall comple wery three (3) year at least thirty-six (3) nours of continuing legal education activities approved the MCLE office".	
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	fety	egal	
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Enhanced skills in Real Estate/Asset Management in an airport setting	Enhanced knowledge and skills in the implementation of ICAO Annex 14
Asset Management	Safety Management
To enable participants to learn about the updates on Real Estate Management designed around discovering viable sources of real estate capital, comprehending real estate benchmarking indicators, and studying current market opportunities.	To enable participants to support the implementation of the ICAO Annex 14, Volume 1 Standards and Recommended Practices (SARPs) in their aerodromes to achieve compliance.
Short Course on Updates on Real Estate Management/Asset Managemen	Implementing Annex 14: Aerodrome Design and Operations
N	2
Business Investment and Development Division	Safety Management Systems Office
5,000.00	10,000.00
Laplop, Internet Coonection	Laptop, Internet Coonection
HRDD	HRDD

Enhanced skills in strategic planning	Enhanced knowledge in Non-Aeronautical Revenues	
Planning and Programming	in Concessions Management	
To enable participants learn project planning techniques, principles and execution methods to create projects that can be run more effectively and efficiently in an airport setting	To increase participant knowledge in regards to global best practices to optimize revenue development. The course will aim to emphasize the opportunities available to airport managers to enhance nonaeronautical and through third-party services.	
Project Planning Workshop	Short Course on Airport Non- Aeronautical Revenues	
Plans and Programs Division	Terminal Concessions Division	
5,000.00	10,000.00	
Laplop, Internet Cooncetion	Laptop, Internet Coonection	
HRDD	HRDD	

Enhanced knowledge of System Design the standards used in Improvement and Work measurement Simulation
To help participants analyze and improve work methods while explaining the importance of work standards for competitive operations and utilize work measurement to set standards
Work Measurement Training to
Systems and Procedures Improvement Division
5,000.00 Laptop.
Laptop, Internet Coonection
HRDD

Oriented on updates and recent policies on government accounting and taxation			
General Accounting			
To equip the personnel of the Government Corporations classified as Government Business Enterprises (GBEs) with adequate understanding of the International Financial Reporting Standards (IFRS) as a global phenomenon intended to bring about greater transparency and a higher degree of comparability in financial statements in order to achieve the goal of one uniform and globally accepted financial reporting standards to enable entities around the world to generate quality general purpose financial reports.			
Accounting and Taxation Updates: 1. Philippine Financial Reporting Standards Updates (applicable to MIAA) 2. Tax Updates Seminar (applicable to MIAA) (with CPD provider accredited)			
On On			
Acco			
Accounting Division			
20,000.00			
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Acquainted with new strategies on credit and effective collection	Oriented on recent policies/thrusts on government budgeting and spending	Enhanced skills in bookeeping
Credit Collection	Budget Administration and Control	General Accounting
To educate participants on the innovative and effective collection methods and help the MIAA craft a better credit policy if necessary	To disseminate new approaches on Regional Budgeting and provide the budget officers of the MIAA an opportunity to discuss and analyze the various budget improvement objectives.	To help MIAA personnel without accounting background who need to understand and appreciate how business transactions are recorded, summarized, and interpreted for commercial decisionmaking process
Innovative Credit and Effective Collection	Updates on Guidelines on Government Budgeting and Spending	Accounting for Non-Accountant
10 Co	2 Buc	5 Acc
Collection Division	Budgeting Division	Accounting Division
10,000.00	5,000.00	10,000.00
Laptop, Internet Coonection	Laptop, Internet Coonection	Laptop, Internet Coonection
HRDD	HRDD	HRDD

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Six Sigma-certified HR Professionals	Enhanced knowledge and skills in facilitation of learning activity	Enhanced skills in monitoring building maintenance and hosekeeping services			
All Personnel Technical Competencies	Learning and Development Activity Facilitation	Building Maintenance and Housekeeping			
to understand the concept and methodology of Six Sigma as well as how Six Sigma for HR to use it in the seemingly unquantifiable work of HR.	To provide MIAA personnel who act as taining facilitators with the tools and strategies they need to engage learners and maximize the effectiveness of their training programs	To provide an indepth look at the importance of delivering best housekeeping practices and reliable ground and building maintenance in preserving establishments awithin the NAIA complex			
Six Sigma for HR Professionals	Training Facilitation	Short Course on Building Maintenance including Housekeeping			
Ch	2	2			
Personnel Division	Human Resource Development Division	General Services Division			
20,000.00	5,000.00	5,000.00			
Laptop, Internet Coonection	Laptop, inlernet Coonection	Laptop, Internet Coonection			
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Enhanced knowledege on warehouse operation and inventory control	Enhanced knowledge in the implementation of RA 9184	Enhanced skills in employee relations
Property Management	Procurement Management	All Personnel Technical Competencies
To help participants differentiate warehousing management and inventory management and to understand how it works individually and together and how to teach them how to apply effective practices in warehousing and inventory management that is best fitted in MIAA	To update the knowledge of the MIAA procurement officers and other personnel on the latest updates and issuances of the GPPB and its TSO	To assist participants on how to come up with an effective grievance preparation strategy and how to run an efficient, organized and effective grievance meeting or hearing
Warehouse Operations and Inventory Control	R.A. 9184: The Government Procurement Act Updates	HR Conversation
N	ن ن	Ó٦
Property Management Division	Procurement Division	Personnel Division
5,000.00	10,000.00	10,000.00
Laptop, Internet Coonection	Laplop, Internet Coonection	Laptop, Internet Coonection
HRDD	HRDD	HRDD

Enhanced knowledge and skills in operation of electrical circuits	Enhanced skills in basic motor controls
edge ation of	s in basic
Electrical Works	Electrical Works
To enable participants identify the operation of capacitors in series and parallel circuits and calculate related circuit values and calculate voltage, current, and resistance drops in series and parallel circuits	To explain the fundamental concepts of designing, providing, and maintaining electrical control for motors.
Fundamentals of Electrical Circuits, Computations and Applications	Basic Motor Controls
N	22
Electrical Division	Electrical Division
5,000.00	5,000.00
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HRDD	HRDD

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Enhanced skills in interpreting electrical drawings and testing of equipment	Enhanced skills in the operations and maintenance of medium to high voltage substation and equipment		
Electrical Works	Electrical Works		
To train participants on how to analyze information about power, lighting, and communication, and familiarize important electrical symbols and test equipment.	To cover high and medium voltage substation design including regulatory and environmental requirements, general design considerations, application of switching and power equipment, fault calculations, safe grounding design, protection/control, automation and communication, and maintenance considerations.		
Familiarization Electrical Drawings and Testing Equipment	Operation and Maintenance for Medium to High Voltage Substation and Equipment		
N	2		
Electrical Division	Electrical Division		
5,000.00	5,000.00		
Laptop, Internet Coonection	Laplop, Internet Coonection		
HRDD	HRDD		

Enhanced knowledge on latest trends on eletrical works	Enhanced skills in electric power systems and portective relaying		
on al Electrical Works	s Electrical Works		
To enable the delivery of high quality services and products for the purpose of instilling excellence in MIAA's electrical practitioners, enhancing the Electrical Profession, and make a positive contribution to national development	to provide a clear and perfect understanding of power system protection schemes and devices, including protection relays, fuses, circuit breakers, and other protective devices. In modern power systems, nowadays, protection systems play a significant role in efficiently running plant operations, utility switching, industry load transfer, maintenance programs, and investment policies.		
Annual IIEE National and Midyear Convention	Electrical Power Systems and Protective Relaying		
N	2		
Electrical Division	Electrical Division		
5,000.00			
Laptop, Internet Coonection			
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7 - 7		Enhanced knowledg latest trends on electronics systems
Enhanced knowledge on flatest trends on mechanical engineering		
All Mechanical Technical Competencies	Operation of Mechanical Facilities	Telecommunications Maintenance
To improve the knowledge of mechanical engineers while providing direct assistance in providing solutions to the problems related to the practices of their profession	To ensure employees including supervisors who may come in contact with cutting and welding equipment are educated in the potential hazards of such equipment.	To understand the working principal of Telecommunications Power operation and Maintenance global telecom incorporated standards
Philippine Society of Mechanical Engineers Convention	Specialized Welding (Oxy-Acetylene and Electric Welding	Telecommunications Systems Operations and Maintenance Services
(5)	Ν	N
Mechanical Division	Mechanical Division	Electronics and Communications Division
10,000.00	5,000.00	5,000.00
Laptop, Internet Coonection	Laptop, Internet Coonection	Laptop, Internet Coonection
HRDD	HRDD	HRDD

8 11	S E S D E J R E				
Enhanced skills in Carpentry	Enhanced skills in building maintenance supervision	Enhanced knowledge on latest trends on building maintenance			
Carpentry and Masonry	Building Maintenance	All Buildings Technical Competencies			
To train participants in performing fabrication and installing and stripping frameworks.	To help building maintenance supervisors gain strong supervisory skills, effectively communicate, and implement a preventative maintenance program.	To improve the fellowship among civil engineers around the country while imparting them knowledge on advanced practices of their profession and fostering the improvement of civil engineering education			
Carpentry NCII,	Building Maintenance Supervision	PICE Philippine Institute of Civil Engineer Seminar			
2	N	O			
Buildings Division	Buildings Division	Buildings Division			
5,000.00	5,000.00	10,000.00			
Laptop, Internet Coonection	Laptop, Internet Coonection	Laptop, Internet Coonection			
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Enhanced knowledge in SOPs during extreme weather operations	Enhanced knowledge in pavement design and construction	Enhanced skills in designing and drafting		
Aerodrome Ground Operations Management	Pavements and Drainage Maintenance Skills	All Design and Planning Division Technical Competencies		
To review operational obstacles due to weather and the solutions to address them. Explore planning tools and procedures that will help your airport respond to rare disturbances.	To provide participants with the required knowledge to understand the principles of aerodrome pavement design and management, in-line with international best-practices and the regulatory requirements (e.g. EASA and ICAO).	To improve the knowledge of architects while providing direct assistance in providing solutions to the problems related to the practices of their profession		
Airport Extreme Weather Operations and Planning	Short Course on Airport Pavements Design and Construction	United Architects aof the Philippines Activities		
10	N	ڻ.		
Airport Grounds Operations and Safety Division	Pavements and Grounds Division	Design and Planning Division		
10,000.00		10,000.00		
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ed knowledge in ed knowledge in aircraft d coordination ng supervision	Enhanced knowledge in slotting		
Airport Operations Coordination Management Airport Operations Coordination Coordination			
participants to learn how to allocate and coordinate airport slots by applying the Worldwide Airport Slot Guidelines (WASG), the accepted global standard for the policies, principles, and procedures of airport slot management. Learn how to apply the standard communication procedures from IATA's Standard Schedules Information Manual (SSIM) to messages between airlines and slot coordinators.  To educate participants on the ssential technical procedures for aircraft handling and loading to optimize the use of ground service equipment and manpower.	To enable participants to learn how to allocate and coordinate airport slots by applying the Worldwide Airport Slot Guidelines (WASG), the accepted global standard for the policies, principles, and procedures of airport slot management. Learn how to apply the standard communication procedures from IATA's Standard Schedules Information Manual (SSIM) to messages between airlines and slot coordinators.		
Airport Slots and Coordination  Aircraft Turnaround  Coordination and  Coordination and  Coordination Supervision	Airport Slots and Coordination		
10 10	ô		
Airport Grounds Operations and Safety Division Airport Grounds Operations and Safety Division	Airport Grounds Operations and Safety Division		
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Laptop, Internet Connection	Laptop, Internet Coor		
nection			
HRDD HRDD	HRDD		

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Enhanched knowledge and skills in running general aviation concerns	Enhanced knowledge and skills in building and property management in a cargo terminal	Enhanced knowledge and skills in building and property management in a cargo terminal	Enhanced skills in aircraft marshalling and use of ramp hand signals
General Aviation reference Aviation reference Aviations by Management for the second control of the second con	International Cargo Operations Management	International Cargo Operations Management	Apron Management
To strengthen MIAA's Civil Aviation management skills using strategies based on the latest trends and market needs	To create awareness on and provide practical approaches to best-known practices in facilities management in a building environment	To improve the administration of building and property at the MIAA	To educate participants on the principles of nonverbal ramp communications between the ground and cockpit crew as well as guidance signals for safe operations of Ground Support Equipment (GSE) around the aircraft.
Course on General Aviation Management	Facilities Management Training	Course on Building and Property Management	Aircraft Marshalling and Ramp Hand Signals
2 Op. G	2	2	10
General Aviation Operations Division	International Cargo Operations Division	International Cargo Operations Division	Airport Grounds Operations and Safety Division
5,000.00	5,000.00	5,000.00	150,000.00
Laptop, Internet Coonection	Laptop, Internet Coonection	Laptop, Internet Coonection	Laplop, Internet Coonection
HRDD	HROD	HRDD	HRDD

Workforce with a ready pool of Ramp Controllers	Enhanced skills in photo- editing	Enhanced editorial writing skills
Ramp Control	Print and Digital Arts Graphics Production	Editorial Skills
To ensure the efficient turnaround of aircraft so that flights stay on schedule. This course offers an introduction to ramp services as well as the ground handling standards and safety requirements needed to know to work safely on the ramp.	To help the participants understand the fundamental concepts of image editing. You will learn everything you need to know for creative picture editing	To give participants overview on the fundamental introduction to applying writing to a range of styles, covering the essentials of article structure, style and vocabulary.
Ramp Control Training Course	Photo-editing Workshop	Editorial Writing (News and Feature Writing) Workshop
Terminal Management	2 Media Affairs Division	2 Media Affairs Division
500,000.00	5,000.00	5,000.00
Laplop, internet Coonection	Laptop, Internet Coonection	Laptop, internet Coonection
HRDD	HRDD	HRDD

	<b>**</b>		
	Enhanced knowledge and skills in managing logistics of an airport terminal	Enhanced knowledge and skills in managing an airport terminal	
	Terminal Administration and Logistics Management	Terminal Operations Management	
	To provide an understanding on the trends in logistics management and supply chain management and logistics and supply chain capabilities can be synthesized and leveraged to achieve superior supply chain and logistics	To provide participants with a broad understanding of Airport Operations in the areas of Airside Operations, Terminal and Landside Operations and Business Operations and prepare them with the knowledge to successfully address the operational and business needs of 21st century airports.	
	Logistic Management 8 Training	g s s s Short Course on Terminal Operations Management	
	Terminal Management	8 Terminal Management	
-	100,000.00	100,000.00	
	Laptop, Internet Coonection		
	HRDD	HRDD	

Produce new breed of airport police  Improved security at the NAIA complex in compliance with national and international security standards  Improved security at the NAIA complex in compliance with national and international and international security standards	Workforce with a ready pool of Aerobridge operators
Airport Security Operations	Passenger Loading Bridge Operations
asize on that import police of functions of a function of existing the area of the curity of the folice of the curity of the function of the funct	To refresh the knowledge of the concerned personnel/bridge operators on the fundamentals and technicalities of their function
Airport Police Basic Course  Basic Aviation Security Course  Aviation Security Refresher Course	Passenger Loading Bridge Operations Refresher/Recurrenc y Course
8	20
Airport Police Department  Airport Police Department  Department  Department	Terminal Management
1,200,000.00	5,000.00
Laptop, Internet Coonection Laptop, Internet Coonection	Laptop, Internet Coonection
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En	© III			
Enhanced skills in using evasive vehicles	Enhanced proficiency in handling weapons and marksmanship	Enhanced skills in using Special Weapons and Tactics		
Defense Tactics	Defense Tactics	Defense Tactics		
To inform motor vehicle drivers and equipment operators that promotes the highest standards of technical proficiency, equipment safety, and driver knowledg	To inform participants lessons about gun safety, permissable use of gun laws, and conduct a shooting proficiency exercise to airport security officers	To provide concerned personnel with the opportunity to learn basic tactical operations theory and develop a level of proficiency in common SWAT operations.		
Evasive Vehicles Operations Course	Weapons Proficiency/Shooting 2 Exercises	Special Weapons and Tactics (SWAT)		
	2000			
Airport Police Department	Airport Police Department	Airport Police Department		
30,000.00	100,000.00			
Laptop, internet Coonection	Laptop, Internet Coonection	Laptop, Internet Coonection		
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Enhanced skills in negotiating during hostage crisis	Enhanced skills in disaster preparedness
Defense Tactics	Emergency Preparedness
To provide techniques and strategies for hostage/crisis negotiators and personnel involved with critical incident situations and may include police, correctional officers and jailers, tactical/special operations team members, other crisis response personnel, administrators and managers.	To address the needs of airport personnel in the development, maintenance and testing of their emergency preparedness and response (EPR) arrangements for nuclear and radiological incidents and emergencies.
Hostage Negotiation Course	Emergency Preparedness Training
10	10
Airport Police Department	Airport Police Department
30,000.00	30,000.00
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Enhanced skills in conducting criminal surveillance	Enhanced skills in conducting criminal investigation
Surveillance	Intelligence and Investigation
To give new detectives and criminal investigators a comprehensive review of their responsibilities in an investigation and the broad array of issues and factors that must be taken into account as the investigation proceeds. It provides practical approaches to overall investigations, witness interviews, suspect interrogations, and preparing a case for successful prosecution.	To equip participants with the knowledge case preparation techniques and unique aspects of special topic investigations, such as narcotics, property crimes, and crimes against persons
Police Detective Course	Criminal Investigation Course (CIC)
10	10
Airport Police Department	Airport Police Department
30,000.00	30,000.00
Laptop, Internet Coonection	Laptop, Internet Coonection
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Enhanced skills in conducting undercover operations and background investigation	Enhanced skills conducting intelligence operations			
Surveillance the start of the s	Intelligence and Investigation			
To provide  participants with the knowledge and skills to conduct objective, thorough, and legally sustainable back investigations reflective of the aviation security standards	To provide participants with the knowledge and skills to conduct objective, thorough, and legally sustainable back investigations reflective of the aviation security standards			
Undercover Operation and Background Investigation	Police Intelligence Course (PIC)			
10	10			
Airport Police Department	Airport Police Department			
30,000.00	30,000.00			
Laplop, Internet Coonection	Laptop, Internet Coonection			
HRDD	HRDD			

Improved skills on surveillance through CCTV	Enhanced knowledge and skills in detecting unusual behavior detriment to airport security	Enhanced skills in codncuting crime scene investigation	
Surveillance	Intelligence and Investigation		
To provide CCTV operators with the necessary skills and knowledge to apply for surveillance operations within the Airport Complex	To provide methods and techniques needed for the early and timely detection of individuals that are involved in committing acts of terrorism and other criminal activities prior to its commission.	To provide a new or refresher course for crime scene investigators, or for the new officer with limited exposure and experience in crime scene processing and to assist in the development of new techniques involved with crime scene examination and can elaborate on those already obtained.	
CCTV Operators Training	Behaviour Detection Workshop	Crime Scene Investigation and Evidence Preservation	
Screening and Surveillance Division	Screening and Surveillance Division	Airport Police Department	
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HRDD	HRDD	HRDD	

Enhanced knowledge and skills in conducting criminal invetsigation	Enhanced knowledge on in conducting background investigation
Surveillance	Surveillance
To enable investigators at the Authority to conduct proactive investigations and will learn how to manage a wide variety of common criminal investigations. Additionally, participants will learn case preparation techniques and unique aspects of special topic investigations, such as narcotics, property crimes, and crimes against persons at the NAIA Comlpex	To provide participants with the knowledge and skills to conduct objective, thorough, and legally sustainable back investigations reflective of the aviation security standards
Criminal Investigation 10 Course (CIC)	Background Investigation
Intelligence and Investigation Division	Intelligence and Investigation Division
30,000.00	30,000.00
Laplop, Internet Coonection	Laptop, Internet Coonection
HRDD	HRDD

Enhanced technical comptencies on managing fire station	Enhanced knowledge and skills in conducting forensic invetsigation
Disaster Management	Intelligence and Investigation
To familiarize participants with the current trends on uilding construction for the fire service with an emphasize on construction and occupancy risk assessment, structural and construction systems, and their direct relationship on structural firefighter survivability and the command decision-making process	To enable participants to demonstrate proficiency in crime scene management and processing; crime scene and evidence documentation, as well as fprensic science
Fire Station Management	Forensic Investigation Training
10	10
Rescue and Firefighting Division	Intelligence and Investigation Division
100,000.00	30,000.00
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HRDD	HRDD

Enhanced technical competencies on investigating aircraft accident	Enhanced technical competencies on incident command and management
Disaster and the control of the cont	Disaster Management
To familiarize concerned personnel with the regulatory requirements for investigation and reporting, not only those requirements applicable to the Philippines, but also those of ICAO Annex 13 upon which almost all modern individual reporting and investigation requirements are based regardless of nation.	To address the importance of Incident Cpmmand System (ICS) in emergency response management and planning. The course provides an in-depth knowledge on the ICS, covering a range of topics that are essential to the application of ICS in disaster response management.
Aircraft Accident Investigation	Incident Command System and Management
Rescue and Firefighting Division	Rescue and Firefighting Division
100,000.00	100,000.00
Laptop, internet Coonection	Laptop, Internet Coonection
HRDD	HRDD

Enh com firefi	E & S III	
Enhanced technical competencies on airport firefighting	Enhanced technical competencies on emergency procedures during chemical spill	Enhanced technical competencies on maintaining ARFF
Emergency Preparedness tt	Emergency Preparedness	Emergency Preparedness
To train personneld to perform their duties as airport rescue officers in an efficient manner and shall participate in live fire drills commensurate with the types of aircraft and type of fire fighting equipment in use at their aerodrome, including pressurefed fuel fires.	To train MIAA personnel on how to respond to occurence of chemical spills in a safe manner and to raise their awareness of the dangers the spill present	To enable MIAA RFD personnel to perform to perform preventive maintenance to diagnose, troubleshoot problems on ARFF equipment and the firefighting systems
Airport Fire Officers Airport Rescue and Fire-Fighting Exercises	Course on Emergency Procedures during Chemical Spill	ARFF Equipment Care and Maintenance
Rescue and Firefighting Division	Rescue and Firefighting Division	Rescue and Firefighting Division
100,000.00	100,000.00	100,000.00
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To equip MIAA activitions and Sandrates for Sandrates for CAAP Manual of Sandrates for Activities and Officials an		nd disaster	Enhanced technical knowledge of ICAO's SARP and CAAP Manual of Standards for Aerodromes
Interest in times of Disaster en er en en er en er en en er en er en en er en en er en en er en		Emergency Preparedness	Emergency Preparedness
ICAO SARP's and CAP Manual of Standards for Aerodomes 10 Firefighting Division  Rescue and Standards for Aerodomes 10 Firefighting Division  Management 10 Firefighting Division 10 Firefighting Div	participants and the risk nent concept fferent steps nazard ion, risk ant, risk n, and risk	To equip MIAA officials and personnel with the most efficient strategies on the application of resources in times of emergencies in order to solidify and strengthen emergency and disaster management capabilities	To enhance the technical knowledge of the MIAA safety and security personnel on the ICAO SARP's and CAAP Manual of Standards for Aerodromes
Rescue and Tirefighting Division  Rescue and Too,000.00 Lapto, Internet Connection Friefighting Division  Rescue and Too,000.00 Lapto, Internet Connection HR		Emergency and Disaster Management	
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Laptop, Internet Coonection  Laptop, Internet Coonection  HR			
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S ction		100,000.00	100,000.00
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	HRDD	HRDD	

Enhanched technical competencies on handling ARFF vehcile	Enhanced technical competencies on handling dangerous good and hazardous materials
Emergency Preparedness	Disaster Management
To ensure that personnel assigned at the ARFF becomes well-trained and wualified as an ARFF vehicle operator to have the knowledge and skills to execute safe and professional vehicle operations and preventative maintenance requirements.	To provide a foundation for establishing and maintaining a dangerous goods oversight programme through application of provisions in Annex 18 and the Technical Instructions and related provisions in Annexes 6— Operation of Aircraft and 19—Safety Management.
ARFF Vehicle Handling and Operations	Airport Fire Officers Dangerous goods and HAZMAT Management
Rescue and Firefighting Division	Rescue and Firefighting Division
4	
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Ent prov	<u>₽</u> □ Π	
Enhanced skills in providing	Enhanched skills in providing basic first aid and life support	Enhanched technical competencies on handling emergency response using ARFF
Medical fill for the services/Medical fill fill for the services/Medical fill fill fill fill fill fill fill fi	Medical Services/Medical Assistance/Nursing Services	Emergency Preparedness
To educate participants about managing trauma, from minor injury to humanitarian emergencies, including injuries in women, children and the elderly, with principal goal of improving quality of care and patient safety	To provide prehospital care providers with the skills necessary to provide a thorough assessment, initial resuscitation, and rapid transportation of the trauma victim.	To provide personnel with strategies for driving fire trucks/ambulance safely even in emergencies and the detailed defensive driving techniques for maneuvering safely through traffic under sever time constraints and stress
Basic Evaluation & Training in Trauma Emergency Response (B.E.T.T.E.R)	Basic Trauma Life Support Course	ARFF Vehicle Emergency Response Positioning Procedures
	70	10
Medical Division	Medical Division	Rescue and Firefighting Division
30,000.00	300,000.00	100,000.00
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SU Er	
Enhanced skills in providing basic life support and CPR	Enhanced skills in handling mass casualty and triage
Medical Services/Medical Assistance/Nursing Services	Medical Services/Medical Assistance/Nursing Services
To educate participants how to recognize a life-threatening emergency, how to provide basic life support and what to do in case of an airway obstruction or choking.	To raise awareness on the overview of mass casualty management and reviews the tasks involved in MCI triage. By completing this course, providers of varying clinical experience will learn to effectively and efficiently assign a triage category to MCI pattents.
Basic Life Support (BLS) Cardiopulmonary Resuscitation (CPR)	Mass Casualty Incident (MCI) and Triage Training Course
10	10
Medical Division	Medical Division
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30,000.00	30,000.00
Laptop, Internet Coonection	Laptop, Internet Coonection
HRDD	HRDD

En/ adn Intra	M G D III
Enhanced skills in administering Intravenous Theraphy	Enhanced skills in providing advamced cardiovascular life support
Medical Services/Medical Assistance/Nursing Services	Medical Services/Medical Assistance/Nursing Services
To provide MIAA healthcare professionals who needs updated knowledge and science in clinical practice and those seeking to renew their certification on IV therapy including IV insertion, fluid therapy, and blood transfusion.	To provide MIAA healthcare professionals who either direct or participate in the management of cardiopulmonary arrest or other cardiovascular emergencies or personnel in emergency response.
Intravenous Therapy (IVT) Training Program	Advanced Cardiovascular Life Support (ACLS)
	10
Medical Division	Medical Division
300,000.00	30,000.00
Laplop, Internet Coonection	Laptop, internet Coonection
HRDD	HRDD

Enhanced skills in providing advanced trauma life support	
Medical Services/Medical Assistance/Nursing Services	
To provide MIAA healthcare professionals with the knowledge on how to assess a patient's condition, resuscitate and stabilize him or her, and determine if his or her needs exceed a facility's capacity. It also covers how to arrange for a patient's inter-hospital transfer and assure that optimum care is provided throughout the process.	
ATLS (Advanced Trauma Life Support)	
10 Medical Division	
36	
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Enhanced knowledge on basic occupational medicine	
Medical Services	
Inactarios Identification, Assessment and Control Work Environment Framework; Occupational Safety; Common Occupational Diseases and Current Health Problems; DOLE Department Orders on Mandatory Health Programs; Compensation Medicine and Disability Evaluation; Waste Management and Pollution Control; OSHS Report Forms and Requirements; Occupational health practice; OSH Inspection with Plant Visit and Presentation of Results; and, Organizing and Planning for OSH Programs with	knowledge on OSH Legislation, Administration and Enforcement;
Basic Course in Occupational Medicine (BCOM)	
10 Medical Division	
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			Enhanced k providing ba services	
			Enhanced knowledge on providing basic medical services	
		Enhanced knowledge on All Medical providing basic medical Technical Services		
			All Medical Technical Competencies	
			To equip medical officers with competencies that person must achie to perform basic if support, maintain support equipment suffices, implement safe access and extrica procedures in an emergency situation.	
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			Emergency Medical Services NCII	
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			Medical Division	
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			Laplop, Internet Coonection	
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