

NATIONAL ELECTRIFICATION ADMINISTRATION



Office for Corporate and EC Training
57 NIA Road, Government Center, Diliman, Quezon City



2017 TRAINING CALENDAR

PROGRAMS BY TYPE

- A. FOR NEA OFFICIALS AND EMPLOYEES
- B. FOR EC OFFICIALS AND EMPLOYEES
- C. ACADEME OFFERINGS
- D. GAD PROGRAMS

PROGRAMS BY DATE

- A. FOR NEA OFFICIALS AND EMPLOYEES
- B. FOR EC OFFICIALS AND EMPLOYEES
- C. ACADEME OFFERINGS
- D. GAD PROGRAMS

* SUMMARY ONLY

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PROGRAMS FOR NEA OFFICIALS AND EMPLOYEES

I. Top Management

Course Title	Course Description	Schedule
Professional Directors Program	Aims to Appreciate the importance of good corporate governance to a corporation; to understand the role, responsibilities, and risks involved in being a director, independent or otherwise; add value to the workings Of the board through the application Of best practices in good corporate governance.	Hotel Discovery Primea, Makati City and Dusit Thani, Manila March 1,8,9,15,16, 2017
Best Practices in Parliamentary Procedures for Public Officials	Aims to educate public officials of the rules of parliamentary procedures to control the outcome of the meetings, deliberations, crafting of policies and debates and to gain mastery of parliamentary procedures for effective deliberations, board and committee meetings and policy making.	Manila Marriott Hotel, Pasay City. May 26, 2017
Asia Clean Energy Forum	Aims to focus on facing the challenges and taking advantage Of the opportunities created by the local arrangements to meet targets on energy and the climate under the theme “The Future is Here: Achieving Universal Access and Climate Targets”	ADB Headquarters, 6 ADB Avenue, Mandaluyong City June 5-8, 2017
Strategic Key Accounts Management	Aims to boost the ability and confidence in managing strategic accounts, build a deeper understanding of customers and long-term relationships, and use Key Account Management Matrix to classify accounts to serve them better	Vinz Cafe, NEA Bldg., Quezon City September 19-20, 2017



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PROGRAMS FOR NEA OFFICIALS AND EMPLOYEES

I. Financial

Course Title	Course Description	Schedule
Comprehensive Seminar on Final Withholding Tax (FWT) and Expanded Withholding Tax (EWT) and How to Survive BIR Audit	Aims to provide updated information on FWT and EWT (i.e. Revenue Regulations, Revenue Memorandum Circulars, rulings and court decisions and discuss latest BIR enforcement strategies, the most recent issuances, rulings, and court decisions involving tax audit issues, and helpful and practical tips in dealing with BIR during the tax audit process.	Vinz Café, NEA Bldg. April 18-20, 2017
Financial Statement Analysis for Focused Decision Making	Aims to learn how to read and interpret the financial statements, understand the basic accounting and finance terms, know how to compute and interpret financial ratios, make good assessment of the past and present performance and create better decision and forecast of future performance.	Vinz Café, NEA Bldg. May 23-24, 2017
Strategic Key Accounts Management	Aims to boost the ability and confidence in managing strategic accounts, build a deeper understanding of customers and long-term relationships, and use Key Account Management Matrix to classify accounts to serve them better.	Vinz Café, NEA Bldg. September 19-20, 2017



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PROGRAMS FOR NEA OFFICIALS AND EMPLOYEES

II. Institutional

Course Title	Course Description	Schedule
Ethical Leadership	Aims to impart to the participants the basic principles governing ethical standards in the public sector; discuss the norms of conduct in the public service in the context of ethical decision making.	Vinz Café, NEA Bldg. February 7-9, 2017
Facilitation Skills	Aims to learn how to build an agenda, ask questions that generate robust and candid responses, manage disagreement, respond to destructive and dysfunctional behavior and build consensus using a variety of tools.	Vinz Café, NEA Bldg. March 28-30, 2017
Electronic Records Management	Aims to develop the participants' records management with the use of information technology and to convert manual filing system to computerized records management.	HESA, NEA Bldg. April 5-6, 2017
Personal Institutional Value Analysis	Aims to guide an individual to understand what is important to them in their life and what changes are necessary to find personal fulfillment at work.	HESA, NEA Bldg. May 8, 2017
Supervisory Development Tracks 2 and 3	Aims to guide supervisors to assess the organization's readiness for empowerment; develop or improve their skills in making effective presentations and impart basic skills on how to plan and lead a meeting.	HESA, NEA Bldg. June 20-23, 2017



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PROGRAMS FOR NEA OFFICIALS AND EMPLOYEES

II. Institutional

Course Title	Course Description	Schedule
Strategic Public Affairs and Lobbying Seminar	Aims to navigate the legislative environment, dissect the issues, and execute powerful Public Affairs campaigns; to refine the powers of persuasion with individual coaching	HESA, NEA Bldg. August 30-31, 2017
Image, Personality and Communications Training	Aims to increase the level of confidence that projects positive professional image to appear credible in front of the decision makers and stakeholders; to groom self with wardrobe, accessories and corporate courtesies and to expand communication style that creates positive rapport with customers	Vinz Café, NEA Bldg. November 21-22, 2017



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PROGRAMS FOR NEA OFFICIALS AND EMPLOYEES

III. Technical

Course Title	Course Description	Schedule
Social Media for Development	Aims to help policy makers, government leaders, and communication officers to expand their outreach or citizen engagement using social media.	Vinz Café, NEA Bldg. March 9-10, 2017
Substation Tending and Maintenance Insulation Power Factor with Hands-On	Aims to identify performance requirements; to present transformer basic applications, manufacturing and hands-on testing on offline power transformer at site; emphasize methods in insulation power factor testing and to propose plan on periodic, predictive and condition-based maintenance	HESA, NEA Bldg. May 9-10, 2017
Seminar-Workshop on Protective Relaying	Aims to help the participants become adept in basic methodology, description, purpose and importance of protective relaying in the electric power system through hands-on simulation, calculation and interpretation.	HESA, NEA Bldg. July 4-5, 2017
Basic Occupational, Safety and Health Training	Aims to tackle key OSH concepts, principles and practices that are foundational knowledge requirements applicable in almost all industries. Specifically, it assists learners in identifying the key elements in the OSH situation both here and abroad; determine existing and potential safety and health hazards; identify the range of control measures; discuss pertinent provisions of Philippine laws that refer to occupational safety and health; explain key principles in effectively communicating OSH; identify components of effective OSH programs and demonstrate some skills in identifying hazards and corresponding control measures at the workplace	HESA, NEA Bldg. September 5-6, 2017



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III. Technical

Course Title	Course Description	Schedule
ICT Development Essentials for Government Leaders	Aims to develop familiarity with the substantive issues related to ICTD from both a policy and technology perspective and to provide a good understanding of what the current digital technology is capable of where technology is headed, and what this implies for policymaking.	HESA, NEA Bldg. October 10-11, 2017
Defensive Driving and Troubleshooting	Aims to identify the competencies that the drivers must achieve to operate light motor vehicles classified under LTO Restriction code 1 and 2; transport passengers and loads over specified routes to local or district location and collect fare duly authorized by the relevant government agency; comply with local traffic rules and regulations and perform minor vehicle repairs and other minor servicing.	HESA, NEA Bldg. October 21 and 28, 2017



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PROGRAMS FOR NEA OFFICIALS AND EMPLOYEES

IV. Audit

Course Title	Course Description	Schedule
Enhancing Audit Quality and Auditors' Competence	Aims to learn and/or apply principles of auditing- foundation; to prepare, conduct and manage risk-based internal audit and to help contribute in the success of the business.	Vinz Café, NEA Bldg. July 26-27, 2017
Effective Presentation Skills for Auditors	Aims to develop the skills of NEA auditors in conveying crucial and factual information more efficiently and in a more compelling fashion to support their conclusions and guidance.	Vinz Café, NEA Bldg. July 18-19, 2017
Operational Auditing: Evaluating Procurement and Sourcing	<p>Explore the imperatives of strategic sourcing and procurement, types of procurement, different sourcing and procurement strategies and methods, and all facets of the procurement operating model.</p> <p>Discover the integral role of sourcing management and procurement in the supply chain, and review the potential effect of emerging sourcing and procurement risks, trends, and best practices.</p>	Vinz Café, NEA Bldg. November 7-8, 2017



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PROGRAMS FOR EC OFFICIALS AND EMPLOYEES

I. Top Management

Course Title	Course Description	Schedule
<p>Cooperative Management Course I, III (CMC I and III) and Good Governance</p> <p>w/ Fr. Francisco G. Silva</p>	<p>Aims to equip the participants with the knowledge and skills that will aid them in laying out coop plans and formulating policies necessary to govern effectively. It also aims to enhance their decision making skills to enable them to provide strong leadership for ECs such as conflict resolution, strategic networking, and pro-people advocacies.</p>	<p>PDA, Toledo City, Cebu May 22-26, 2017</p>
<p>Problem Solving and Decision Making Workshop (A case study-based learning on EC transition management)</p> <p>w/ The Mentor Group</p>	<p>Aims to develop the participants' understanding in applying the various tools and techniques in problem solving; problem analysis; decision-making and forward planning.</p>	<p>Luzon March 28-30, 2017</p> <p>Mindanao July 4-6, 2017</p>
<p>Executive Presentation Skills</p> <p>w/ Guthrie-Jensen</p>	<p>Aims to enable the electric cooperative key officials to craft presentation effectively, demonstrate and design different techniques; and competently deliver the subject before the top decision makers and other stakeholders.</p>	<p>Mindanao June 14-16, 2017</p>
<p>Executive Writing</p> <p>w/ Guthrie-Jensen</p>	<p>Aims to empower executives to represent and define their organization and position when they write; to translate their thoughts and how they write their message clearly and persuasively; and to practice techniques in writing work-related correspondences and reports with impact and influence.</p>	<p>Mindanao August 1-3, 2017</p>



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PROGRAMS FOR EC OFFICIALS AND EMPLOYEES

II. Middle Management

Course Title	Course Description	Schedule
Management Development Program with Problem Solving and Decision Making (Case Study) w/ The Mentor Group	Aims to develop the participants on managing the transition from lower level to middle/upper member of the management team.	University of Science and Technology of Southern Philippines (USTP) May 22-25, 2017
Essentials of Supervision and Leadership Program (ESLP) w/ OPT Consultancy and	Aims to lead their team towards prescribed strategic organizational objectives; To perform leadership action, one must develop a high level of supervisory or managerial skills which include technical guidance, motivating, giving directions and controlling to get the job done well.	Visayas August 15-17, 2017
Complaints Management Seminar w/ Guthrie-Jensen	Aims to develop how the participants handle complaints and provide techniques in creating solutions that will satisfy difficult clients and convert complaints to opportunities to recover and strengthen relationship with the customer.	HESA, NEA Bldg., Quezon City June 13-15, 2017
Effective Business Writing w/ Speakers' Bureau	Aims to enable the participants to craft accurate and clear information in writing to facilitate quick decision-making and enhance the professional image of the organization through practical guidelines of effective business communication.	University of Science and Technology of Southern Philippines (USTP) October 3-5, 2017



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II. Middle Management

Course Title	Course Description	Schedule
CPD for CPA Series w/ PICPA	To enable the participants in preparing Financial Statements and Notes there to be accredited by Board of Accountancy (BOA) as prescribed on its Resolution No. 3 Series of 2016, and be updated on the changes and the three-year unit requirements from 60 to 120 credit units starting 2017 by PICPA.	TBA Part 1: March 22-23 Part 2: June 29-30 Part 3: September 20-21 Part 4: October 11-12
Effective Credit Management and Debt Collection w/ OPT Consulting Services	Aims to walk through the important aspects of credit risk, effective credit management to avoid non-payment and actions to take when default happens; to create strategies to effectively manage and collect past due accounts using measuring tools and intervention activities toward successful collection management; to apply the CS of credit to evaluate customers and create a sound collection plan for a face to face negotiation.	HESA, NEA Bldg., Quezon City May 10-11, 2017
Comprehensive Tax Updates w/ the BIR National Office & OGCC	Aims to provide the participants with basic information on taxation as well as current issues and latest pronouncements of various tax agencies that will affect the operations of electric cooperatives (ECs); and enable them to recommend policies to respond to taxation concerns.	HESA, NEA Bldg., Quezon City Regions I-III, & CAR: February 28 - March 1, 2017 Regions IV-V: March 8-9, 2017
Solar Energy Design, Installation, and Operation Training Program	Aims to equip the participants with the knowledge in the rapidly growing field of electricity generated from the sun. The course covers basic understanding of PV markets and applications, safety basics, electrical and mechanical design, performance analysis, and maintenance.	University of Science and Technology of Southern Philippines (USTP) July 4-6, 2017



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PROGRAMS FOR EC OFFICIALS AND EMPLOYEES

II. Middle Management

Course Title	Course Description	Schedule
69kV Sub-Transmission Operations and Maintenance w/ NGCP, DMC	Aims to enable the EC participants to identify and discuss 69kV tolls, materials, and equipment; inspect and monitor 69 kV transmission facilities; perform overhead transmission cold-line, live-line, and ground-line maintenance work.	TBA August 23-25, 2017
WESM Preparedness for ECs Program	Aims to introduce the participants to the basic concepts of the Wholesale Electricity Spot Market in order to prepare them for the participation in the WESM; to equip them with the principles governing the WESM operations which includes the provisions of the Electric Power Industry Reform Act (EPIRA) pertaining to the Philippine electricity market, the governance and the role of WESM in the power industry as well as its basic operations.	University of Science and Technology of Southern Philippines (USTP) March 21-23, 2017
IT Auditing	Aims to provide a general overview of IT auditing within the context of today's business environment that is highly dependent on IT.	TBA July 18-20, 2017
Fraud Auditing	Aims to equip the participants with the foundational knowledge of the different aspects of fraud auditing. Participants will learn about fraud awareness, fraud responsibilities, fraud risk assessment, fraud prevention and detection program, and fraud investigation.	TBA September 26-28, 2017



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PROGRAMS FOR EC OFFICIALS AND EMPLOYEES

III. Associates

Course Title	Course Description	Schedule
Electrical/Technical Safety w/ Engr. Dairic B. Pallogan (NEA) and Engr. Jason S. Wayet (BENECO)	Aims to revitalize the safety program of electric cooperatives by building a culture where the consideration of safety is an essential part of each employees's work ethic; and to enhance management and personnel awareness of their responsibility and accountability for safety.	TBA June 6-8, 2017
Engineering for Non-Engineers	Aims to give non-engineer participants an overview specific competencies in (a) power system modeling and analysis, (b) planning, (c) operation, (d) design, and (e) utility economics. The Program aims to produce a steady-stream of technically competent personnel needed to sustain the viability of the Distribution Utilities under the restructured electric power industry. It is also envisioned to facilitate the supervision and regulation of the Distribution Sector in the Philippines under a restructured electric power industry.	University of Science and Technology of Southern Philippines (USTP) June 6-8, 2017
Accounting for Non-Accountants	Aims to provide the know-how on recording and managing the accounting books. It also aims to develop skills in practical bookkeeping and accounting system and gives access to Books of Accounts, Business Forms and Invoices, Worksheets and other accounting records.	HESA, NEA Bldg., Quezon City May 2-4, 2017
Work Order Procedures w/ Warehousing w/ NEA	To fully understand the process of a work order from used collecting data, to a request for construction or repair. It also addresses the system of retirement of materials and equipment and the role of record keeping.	Luzon May 16-19, 2017



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PROGRAMS FOR EC OFFICIALS AND EMPLOYEES

III. Associates

Course Title	Course Description	Schedule
Advanced Microsoft Office Tools	Aims to provide the participant with an introductory course that will help them get started, stay organized and successfully complete high-quality work in any PC environment using Microsoft Office Word, Excel, and Powerpoint.	HESA, NEA Bldg., Quezon City September 12-14, 2017
Exceptional Client Care w/ Guthrie-Jensen	Aims to develop how the participants communicate with their clients so they may be able to deliver exceptional service that leads to long-term customer loyalty. Also aims to build confidence to recognize and respond to different customer types to ensure improved customer experience.	HESA, NEA Bldg., Quezon City October 17-19, 2017
Image, Personality, and Communications Training w/ OPT Consulting Services	Increase level of confidence that projects a positive professional image Mirror the brand of service through ethical interaction with the public Appear credible in front of decision makers, stakeholders and colleagues Groom self with wardrobe, accessories and corporate courtesies Expand communication style that creates positive rapport with customers	HESA, NEA Bldg., Quezon City July 11-13, 2017



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PROGRAMS FOR EC OFFICIALS AND EMPLOYEES

IV. Customized Programs

Course Title	Course Description	Duration
Harmonization of Government Procurement Policies on R.A. 9184 and R.A. 10531	Aims to enforce governance standards for the efficient operations of Ecs such as the observance of appropriate procurement procedures; and to conform with R.A. 9184 in order to harmonize with R.A. 10531	2 days
Strategy Formulation and Execution (Operational Planning)	Aims to strengthen their planning process through the adoption of the Balanced Scorecard Model.	4 days
General and Office Safety Program for ECs	Aims to provide an overview of general safety, as well as office safety, rules and practices, and how these practices can be incorporated in your work environment to greatly reduce the number and severity of work-related accidents and illnesses by adopting corrective and preventive measures of this program.	2 1/2 days
Electrical Safety Program for ECs	Aims to provide the participants with information about the principles of electricity, its associated hazards while performing daily tasks, as well as recommended safe work procedures necessary to prevent the occurrence of electrical accidents.	2 days
Work Order Procedures	To fully understand the process of a work order from used collecting data, to a request for construction or repair. It also addresses the system of retirement of materials and equipment and the role of record keeping.	3 days



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IV. Customized Programs

Course Title	Course Description	Duration
Meter, Reading, Billing and Collection Procedures	Aims to acquire skills in evolving effective and systematic procedures in meter reading, billing, and collections.	3 days
Teambuilding and Leadership Seminar	Aims to create synergy among team members in order to enhance the team's creativity discovering new ways of working together for greater achievements in the workplace.	2 days
Quality Customer Relations	Aims to develop knowledge, behavior and skills in dealing and handling complaints of different member-consumers.	2 days
Integration of Balanced Scorecard and Performance Evaluation System stem	Aims to identify the performance standards set by the organization; improve performance on the individual employee level on quality, efficiently and effectively.	2 days



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ACADEME OFFERINGS



I. Competency Programs in Electric Power Distribution System Engineering

Course Title	Course Description	Schedule
Distribution System Modeling & Analysis (CPD1)	To develop the competency of the participants in analyzing technical problems of existing & complicated distribution system & in developing technically feasible solutions that are validated by Eng'g. calculations & computer simulations.	UP-NEC Part 1: Feb. 13 - 18 Part 2: March 13 - 18 Par 3: April 17 - 21 Part 1: Aug. 14 - 19 Part 2: Sept. 11 - 16 Part 3: Oct. 16 - 21
Distribution System Planning & Distribution Utility CAPEX Planning (CPD2)	Aims to develop the participants' understanding in applying the various tools and techniques in problem solving; problem analysis; decision-making and forward planning.	UP-NEC Part 1: May 15 - 20 Part 2: June 19 - 24 Part 3: July 17 - 22
Distribution Operations Planning & Distribution Utility OPEX Planning (CPD3)	To familiarize the participants in principles & analytical methods in least power supply planning. To develop the skills of the participants in long-term & short-term load forecasting, in evaluating price-related provisions of power supply contracts, & in least-cost power supply scheduling.	UP-NEC Part 1: Aug. 22 - 26 Part 2: Sept. 18 - 22
Power Supply Planning, Aggregation, Contracting & Scheduling (CPD4)	To familiarize the participants in principles & analytical methods in least power supply planning. To develop the skills of the participants in long-term & short-term load forecasting, in evaluating price-related provisions of power supply contracts, & in least-cost power supply scheduling.	UP-NEC Part 1: April 24 - 28 Part 2: May 22 - 26



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ACADEME OFFERINGS



I. Competency Programs in Electric Power Distribution System Engineering

Course Title	Course Description	Schedule
Distribution Utility Economics and Rate Making (CPD5)	To familiarize the participants with the economic principles that underpin competition and regulatory policies behind EPIRA, ERC rules & other laws, rules & regulations relevant to the regulated Distribution Utilities. To develop the competency of the participants in preparing Regulatory Accounts & Cost of Service Studies & in designing the Unbundled Distribution & Supply tariff.	UP-NEC Part 1: Oct. 23 - 27 Part 2: Nov. 20 - 24
Distribution System Protection (CPD6)	<ul style="list-style-type: none">• To familiarize the participants with the fundamental principles in power system protection & equip them with analytical techniques in analyzing protection problems.• To develop the competency of the participants in designing & coordinating the protection of distribution system.• To provide hands-on experience in installation & testing of protective devices using state-of-the-art instruments & test equipment.	UP-NEC Part 1: June 26 - 30 Part 2: July 24 - 28
Distribution System Control & Automation (CPD7)	At the need of the training course the participants should be able to: <ul style="list-style-type: none">• Design & implement SCADA system for Substation, Subtransmission Network & Distribution Feeders;• Operate monitor & control distribution system remotely through a Supervisory Control And Data Acquisition (SCADA) system.	UP-NEC Part 1: Feb. 20- 24 Part 2: March 20 - 24



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II. Electric Power Industry Reform Act (EPIRA) Series

Course Title	Course Description	Schedule
Electric Power Industry, Market & Regulation (EPIRA 101)	To familiarize the policy decision makers of Electric Cooperatives (ECs) with the electric power industry restructuring design of EPIRA market design of WESM and regulatory issuances of ERC.	UP-NEC Feb. 6-8 May 8-10 Aug. 7-9 Nov. 6-8
Electricity Market: Power Supply Contracting, WESM & Retail Competition (EPIRA 201)	To familiarize the participants with the models of power industry structures, electricity market design, & principles of power supply economics, different power supply contracts, price structures & risk management provisions.	UP-NEC March 6 - 8 June 5 - 7 Sept. 4 - 6
Distribution Utility CAPEX-OPEX Planning & Rate Making (EPIRA 202)	To familiarize the participants with the principles & process of Capital Expenditures & Operational Expenditures Planning for Electric Cooperatives as Regulated Industries	UP-NEC April 3 - 5 July 3 - 5 Oct. 2 - 4

III. Technical Skills Development

Course Title	Course Description	Schedule
Basic Linemen Training Course (Electric Power Distribution Line Construction TESDA NC Level II)	To guide the trainees in acquiring knowledge and skills in constructs operation, preparation and maintenance of distribution lines and to inculcate the value of safety in the performance of their duties	1st quarter 2nd quarter 3rd quarter



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GAD PROGRAMS



Course Title	Course Description	Schedule
Gender Mainstreaming Evaluation Framework	Aims to guide the GFPS in measuring the extent of the gender mainstreaming efforts of NEA and to assist them in measuring gains and successes, as well as pinpoint areas for improvement in the way they mainstream the gender and development perspective.	Vinz Café, NEA Bldg. March 7-8, 2017
Sex-Disaggregated Data Gathering and Gender Analysis for ECs (Luzon ECs)	Aims to explore the intrinsic relationship between gender and development and integrate gender into contextual analysis, and use gender analysis frameworks and tools effectively.	HESA, NEA Bldg. May 31- June 1, 2017
Sex-Disaggregated Data Gathering and Gender Analysis for ECs (Visayas ECs)	Aims to explore the intrinsic relationship between gender and development and integrate gender into contextual analysis, and use gender analysis frameworks and tools effectively.	TBA June 28-29, 2017
Gender Sensitivity Training for Newly-Hired Employees	Aims to explore gender issues and identify gender-biased attitudes and behavior as well as to discover some of their own stereotyped assumptions about men and women.	Vinz Café, NEA Bldg. August 15-16, 2017



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GAD PROGRAMS



Course Title	Course Description	Schedule
Gender Sensitivity Training for NEA Employees	Aims to explore gender issues and identify gender-biased attitudes and behavior as well as to discover some of their own stereotyped assumptions about men and women.	Vinz Café, NEA Bldg. August 17-18, 2017
Sex-Disaggregated Data Gathering and Gender Analysis for ECs (Mindanao ECs)	Aims to explore the intrinsic relationship between gender and development and integrate gender into contextual analysis, and use gender analysis frameworks and tools effectively.	TBA September 26-27, 2017
Anti-Sexual Harassment Law	Aims to provide an overview of what sexual harassment is, explains legal definitions, discusses sexual harassment prevention, and shows how to handle sexual harassment complaints and maintain a positive work environment	Vinz Café, NEA Bldg. December 5-6, 2017



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for NEA Officials and Employees



FEBRUARY

Ethical Leadership

February 6-8, 2017

Vinz Café, PH, NEA Bldg., Diliman, Quezon City



MARCH

Social Media for Development

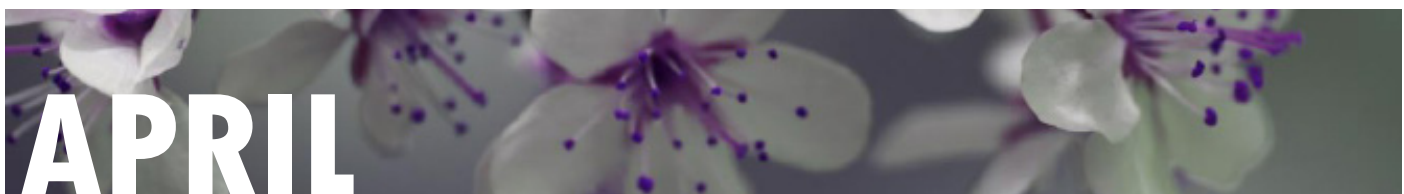
March 9-10, 2017

Vinz Café, PH, NEA Bldg., Diliman, Quezon City

Facilitation Skills

March 28-30, 2017

Vinz Café, PH, NEA Bldg., Diliman, Quezon City



APRIL

Electronic Records Management

April 5-6, 2017

HESA, 2nd Floor, NEA Bldg., Diliman, Quezon City

Comprehensive Seminar on Final Withholding Tax (FWT) and Expanded Withholding Tax (EWT) and How to Survive BIR Audit

April 18-20, 2017

Vinz Café, PH, NEA Bldg., Diliman, Quezon City



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for NEA Officials and Employees



MAY

Personal Institutional Value Analysis

May 8, 2017

HESA, 2nd Floor, NEA Bldg., Diliman, Quezon City

Substation Construction Design and Wiring

May 9-10, 2017

HESA, 2nd Floor, NEA Bldg., Diliman, Quezon City

Financial Statement Analysis for Focused Decision Making

May 23-24, 2017

Vinz Café, PH, NEA Bldg., Diliman, Quezon City



JUNE

Enhancing Audit Quality and Auditors' Competence

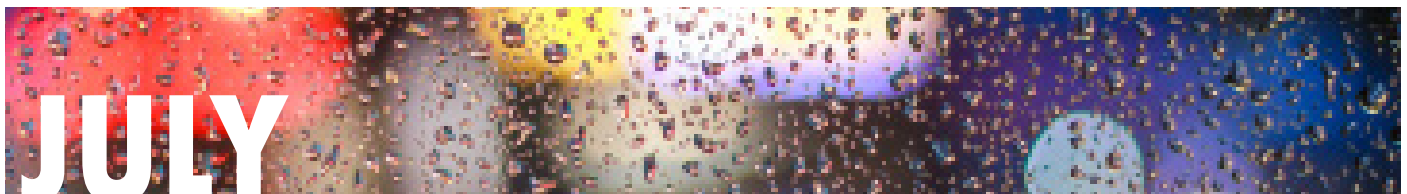
July 26-27, 2017

Vinz Café, PH, NEA Bldg., Diliman, Quezon City

Supervisory Development Tracks 2 and 3

June 20-23, 2017

HESA, 2nd Floor, NEA Bldg., Diliman, Quezon City



JULY

Seminar-Workshop on Protective Relaying

July 4-6, 2017

HESA, 2nd Floor, NEA Bldg., Diliman, Quezon City

Effective Presentation Skills for Auditors

July 18-19, 2017

Vinz Café, PH, NEA Bldg., Diliman, Quezon City



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Program Schedule for NEA Officials and Employees

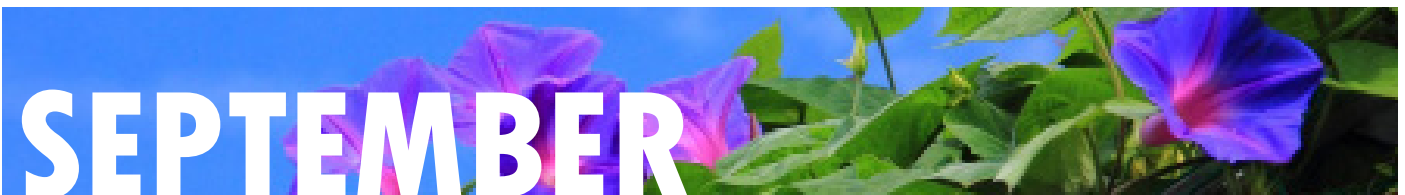


AUGUST

Strategic Public Affairs and Lobbying Seminar

August 30-31, 2017

HESA, 2nd Floor, NEA Bldg., Diliman, Quezon City



SEPTEMBER

Basic Occupational, Safety and Health Training

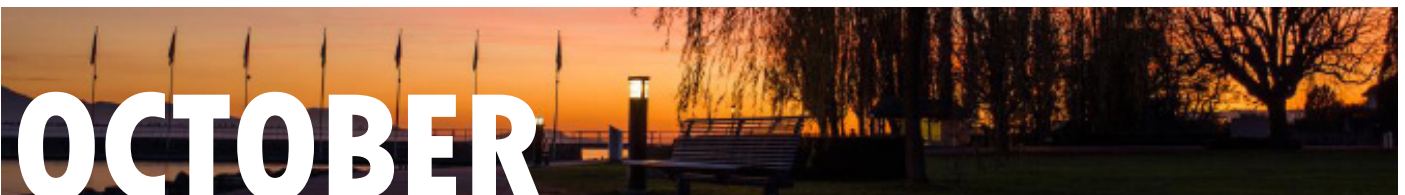
September 5-6, 2017

HESA, 2nd Floor, NEA Bldg., Diliman, Quezon City

Strategic Key Accounts Management

September 19-20, 2017

Vinz Cafe, NEA Bldg., Quezon City



OCTOBER

ICT Development Essentials for Government Leaders

October 10-11, 2017

HESA, 2nd Floor, NEA Bldg., Diliman, Quezon City

Defensive Driving and Troubleshooting

October 21, 2017

October 28, 2017

HESA, 2nd Floor, NEA Bldg., Diliman, Quezon City



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for NEA Officials and Employees



NOVEMBER

Operational Auditing: Evaluating Procurement and Sourcing

November 7-8, 2017

Vinz Café, PH, NEA Bldg., Diliman, Quezon City

Image, Personality and Communications Training

November 21-22, 2017

Vinz Café, PH, NEA Bldg., Diliman, Quezon City

NOTE: Program schedules and lineup are subject to change without prior notice.

NEA-OCET 2017 Training Calendar

**** Updated as of February 1, 2017 ****



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for EC Officials and Employees



JANUARY

Priority Planning Conference for Category B and C ECs

January 5 - 6, 2017

HESA, NEA Bldg., Quezon City

Consultative Session on the ECs Policy and its IRR on VRA & ERP

January 19, 2017

HESA, NEA Bldg., Quezon City

FEBRUARY

Comprehensive Tax Updates

February 28 - March 1, 2017

HESA, NEA Bldg., Quezon City

MARCH

WESM Preparedness for ECs Program

March 21-23, 2017

University of Science and Technology of Southern Philippines (USTP)

CPD for CPA Series Part 1

March 22-23, 2017

TBA

Problem Solving and Decision Making Workshop

(A case study-based learning on EC transition management)

March 28-30, 2017

Luzon



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for EC Officials and Employees



APRIL

NEA-EC LUMENS

April 27-28, 2017

TBA



MAY

Accounting for Non-Accountants

May 2-4, 2017

HESA, NEA Bldg., Quezon City

Effective Credit Management and Debt Collection

May 10-11, 2017

HESA, NEA Bldg., Quezon City

Work Order Procedures w/ Warehousing

May 16-19, 2017

Luzon

Management Development Program with Problem Solving and Decision Making (Case Study)

May 22-25, 2017

Mindanao

Cooperative Management Course I, III (CMC I and III) and Good Governance

May 22-26, 2017

PDA, Toledo City, Cebu



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for EC Officials and Employees



JUNE

Electrical/Technical Safety

June 6-8, 2017

TBA

Engineering for Non-Engineers

June 6-8, 2017

University of Science and Technology of Southern Philippines (USTP)

Complaint Management Seminar

June 13-15, 2017

HESA, NEA Bldg., Quezon City

Executive Presentation Skills

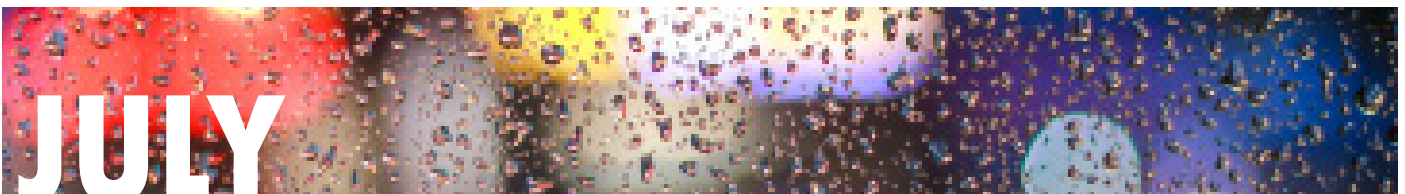
June 20-22, 2017

Mindanao

CPD for CPA Series Part 2

June 29-30, 2017

TBA



JULY

Problem Solving and Decision Making Workshop

(A case study-based learning on EC transition management)

July 4-6, 2017

Mindanao

Solar Energy Design, Installation, and Operation Training Program

July 4-6, 2017

University of Science and Technology of Southern Philippines (USTP)

Image, Personality, and Communications Training

July 11-13, 2017

HESA, NEA Bldg., Quezon City

IT Auditing

July 18-20, 2017

HESA, NEA Bldg., Quezon City



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for EC Officials and Employees



AUGUST

Executive Writing

*August 1-3, 2017
Mindanao*

Essentials of Supervisory and Leadership Program

*August 15-17, 2017
Region VIII*

69kV Sub-Transmission Operations and Maintenance

*August 23-25 2017
TBA*



SEPTEMBER

Advanced Microsoft Office Suite

*September 12-14, 2017
HESA, NEA Bldg., Quezon City*

CPD for CPA Series Part 3

*September 20-21, 2017
TBA*

Fraud Auditing

*September 26-28, 2017
TBA*



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for EC Officials and Employees



OCTOBER

Effective Business Writing

October 3-5, 2017

TBA

CPD for CPA part 4

October 11-12, 2017

TBA

Exceptional Client Care

October 17-19, 2017

HESA, NEA Bldg., Quezon City

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NEA-OCET 2017 Training Calendar

**** Updated as of February 1, 2017 ****



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for Academic Offerings



EPIRA 101: Electric Power Industry, Market, and Regulation

February 6-8, 2017

UP-NEC

CPD1: Distribution System Modeling and Analysis (Batch 24) Part 1

February 13-18, 2017

UP-NEC

CPD7: Distribution System and Automation Part 1

February 20-24, 2017

UP-NEC



EPIRA 201: Electricity Market: Power Supply Contracting, WESM, and Retail Competition

March 6-8, 2017

UP-NEC

CPD1: Distribution System Modeling and Analysis (Batch 24) Part 2

March 13-18, 2017

UP-NEC

CPD7: Distribution System and Automation Part 2

February 20-24, 2017

UP-NEC



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for Academe Offerings



APRIL

EPIRA 202: Distribution Utility CAPEX-OPEX Planning and Rate Making

April 3-5, 2017

UP-NEC

CPD1: Distribution System Modeling and Analysis (Batch 24) Part 3

April 17-21, 2017

UP-NEC

CPD4: Power Supply Planning, Aggregation, Contracting and Scheduling Part 1

April 24-28, 2017

UP-NEC



MAY

EPIRA 101: Electric Power Industry, Market, and Regulation

May 8-10, 2017

UP-NEC

CPD2: Distribution System Planning and Distribution Utility CAPEX Planning (Batch 14) Part 1

May 15-20, 2017

UP-NEC

CPD4: Power Supply Planning, Aggregation, Contracting and Scheduling Part 2

May 22-26, 2017

UP-NEC



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for Academe Offerings



JUNE

EPIRA 201: Electricity Market: Power Supply Contracting, WESM, and Retail Competition

June 5-7, 2017

UP-NEC

CPD2: Distribution System Planning and Distribution Utility CAPEX Planning (Batch 14) Part 2

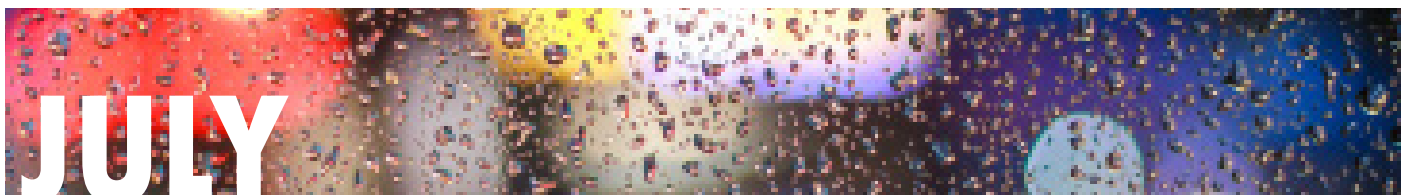
June 19-24, 2017

UP-NEC

CPD6: Distribution System Protection Part 1

June 26-30, 2017

UP-NEC



JULY

EPIRA 202: Distribution Utility CAPEX-OPEX Planning and Rate Making

July 3-5, 2017

UP-NEC

CPD2: Distribution System Planning and Distribution Utility CAPEX Planning (Batch 14) Part 3

July 17-22, 2017

UP-NEC

CPD6: Distribution System Protection Part 2

July 24-28, 2017

UP-NEC



AUGUST

EPIRA 101: Electric Power Industry, Market, and Regulation

August 7-9 2017

UP-NEC

CPD1: Distribution System Modeling and Analysis (Batch 25) Part 1

August 14-19, 2017

UP-NEC

CPD3: Distribution Operations Planning and Distribution Utility OPEX Planning Part 1

August 22-26, 2017

UP-NEC



SEPTEMBER

EPIRA 201: Electricity Market: Power Supply Contracting, WESM, and Retail Competition

September 4-6, 2017

UP-NEC

CPD1: Distribution System Modeling and Analysis (Batch 25) Part 2

September 11-16, 2017

UP-NEC

CPD3: Distribution Operations Planning and Distribution Utility OPEX Planning Part 2

September 18-22, 2017

UP-NEC



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for Academe Offerings



OCTOBER

EPIRA 202: Distribution Utility CAPEX-OPEX Planning and Rate Making

October 2-4, 2017

UP-NEC

CPD1: Distribution System Modeling and Analysis (Batch 25) Part 3

October 16-21, 2017

UP-NEC

CPD5: Distribution Utility Economics and Rate Making Part 1

October 23-27, 2017

UP-NEC

NOVEMBER

EPIRA 101: Electric Power Industry, Market, and Regulation

November 6-8, 2017

UP-NEC

CPD2: Distribution System Planning and Distribution Utility CAPEX Planning (Batch 15) Part 1

November 13-18, 2017

UP-NEC

CPD5: Distribution Utility Economics and Rate Making Part 2

November 20-24, 2017

UP-NEC



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for Academe Offerings



CPD2: Distribution System Planning and Distribution Utility CAPEX Planning (Batch 15) Part 2

December 17-22, 2017

UP-NEC



CPD2: Distribution System Planning and Distribution Utility CAPEX Planning (Batch 15) Part 3

January 7-12, 2018

UP-NEC

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NEA-OCET 2017 Training Calendar

**** Updated as of February 1, 2017 ****



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for GAD Seminars



MARCH

Gender Mainstreaming Evaluation Framework

March 7-8, 2017

Vinz Cafe, NEA Bldg., Quezon City



MAY

Sex-Disaggregated Data Gathering and Gender Analysis for ECs (Luzon ECs)

May 31 - June 1, 2017

HESA, 2nd Floor, NEA Bldg., Diliman, Quezon City



JUNE

Sex-Disaggregated Data Gathering and Gender Analysis for ECs (Visayas ECs)

June 28-29, 2017

TBA



AUGUST

Gender Sensitivity Training for Newly-Hired Employees

August 15-16, 2017

Vinz Cafe, NEA Bldg., Quezon City

Gender Sensitivity Training for NEA Employees

August 17-18, 2017

Vinz Cafe, NEA Bldg., Quezon City



NATIONAL ELECTRIFICATION ADMINISTRATION OFFICE FOR CORPORATE AND EC TRAINING

Program Schedule for GAD Seminars



SEPTEMBER

Sex-Disaggregated Data Gathering and Gender Analysis for ECs (Mindanao ECs)

September 26-27, 2017

TBA

DECEMBER

Anti-Sexual Harassment Law

December 5-6, 2017

Vinz Cafe, NEA Bldg., Quezon City

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NEA-OCET 2017 Training Calendar

**** Updated as of February 1, 2017 ****