



Republic of the Philippines
North Eastern Mindanao State University



MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
No. 0153, s. 2025

TO: **Dr. Mick Mars P. Silvano** - Executive Assistant III
Engr. Kennie F. Montenegro - Planning Unit Head
Arch. Vingie Maitom - Project Development Officer III

DATE: **January 17, 2025**

SUBJECT: **2025 CSC CARAGA LEARNING AND DEVELOPMENT PROGRAMS**

Greetings of peace and solidarity.

The Civil Service Commission is offering a series of Learning and Development Programs this year, thoughtfully designed to meet the specific competency needs of government officials and employees. These programs focus on critical areas such as Leadership and Management.


You are enjoined to attend the Learning and Development Program offered by CSC this 2025.

Attached is the list re 2025 CSC Caraga Learning and Development Programs for your reference.

Please be guided accordingly.

Padayon sa pag-ALPAS NEMSU!

For the grassroots and in the spirit of vibrant leadership,


NEMESIO G. LOAYON, PhD
SUC President III

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CIVIL SERVICE COMMISSION
Republic of the Philippines
Caraga Regional Office

09 January 2025

HON. NEMESIO G. LOAYON, PhD
SUC President III
North Eastern Mindanao State University
Rosario, Tandag City, Surigao del Sur

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10:39 AM
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Dear **President Loayon**:

Greetings of Peace!


The Civil Service Commission Caraga is dedicated to enhancing the competencies of government officials and employees across the Caraga Region. As part of this commitment, the Commission is offering a series of Learning and Development Programs this year, thoughtfully designed to meet the specific competency needs of government officials and employees. These programs focus on critical areas such as Leadership and Management, Human Resource Management, and essential foundational competencies.

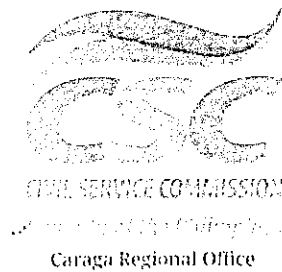
In this regard, we invite your agency to participate in our Learning and Development Programs. Detailed information about these programs can be found in the attached calendar for your reference. To facilitate easy registration, we have provided an online platform for participants' convenience and efficient profiling.

Registration Link : <https://bit.ly/Reg2025LDPrograms>

For any inquiries or concerns regarding these programs, please do not hesitate to contact the CSC HRD at 09561273833 or via email at rocaraga.training@csc.gov.ph. We are happy to assist you.

Respectfully yours,


WINSTON L. PLAZA
Director IV



2025 CSC Caraga Learning and Development Programs

| No. | Program | Target Participants | Schedule | Curriculum | Mode | Registration Fee |
|-----|---|--|-------------------|---------------------------|--------------|------------------|
| 1 | RA 6713 (Free) | Open to all Government officials and employees | 22 Jan 2025 | Foundation | Online | Free |
| 2 | SDP Module 1- Achieving Leadership Effectiveness | Current supervisors/managers/leaders, Aspiring supervisors, HR Officers and practitioners | 5-6 February 2025 | Leadership and Management | Face-to-face | 8,000.00 |
| 3 | SDP Module 2- Aligning Organization and People | Current supervisors/managers/leaders, Aspiring supervisors, HR Officers and practitioners | 19-20 March 2025 | Leadership and Management | Face-to-face | 8,000.00 |
| 4 | PRIME Series 1: SPMS- Performance Planning & Commitment | Agency Officials, department heads or its equivalent, planning officers and members, HRMOs and practitioners | 6-8 April 2025 | Human Resource Management | Face-to-face | 9,000.00 |
| 5 | 2025 Caraga HR Congress | Agency officials and heads, supervisors, HRMOs, and other related fields | 22-24 April 2025 | Leadership and Management | Face-to-face | 10,000.00 |
| 6 | Introductory Course on Leave Benefits | Open to all Government officials and employees | 21-22 May 2025 | Foundation | Online | 2,400.00 |
| 7 | SDP Module 3- Developing and Enabling People | Current supervisors/managers/leaders, Aspiring supervisors, HR Officers and practitioners | 28-29 May 2025 | Leadership and Management | Face-to-face | 8,000.00 |
| 8 | Financial Education | Open to all Government officials and employees | 04 - 05 June 2025 | Foundation | Online | 2,400.00 |
| 9 | PRIME Series 1: L&D- Learning & Development Planning | Agency officials and heads, supervisors, HRMOs, and other related fields | 17-19 June 2025 | Human Resource Management | Face-to-face | 9,000.00 |
| 10 | PRIME Series 1: RSP- Strategic Recruitment and Selection Management | Agency officials and heads, supervisors, HRMOs, and other related fields | 8-10 July 2025 | Human Resource Management | Face-to-face | 9,000.00 |
| 11 | Public Service Values Program | Current supervisors/managers/leaders, Aspiring supervisors, HR Officers and practitioners | 16-17 July 2025 | Leadership and Management | Online | 3,200.00 |
| 12 | PRIME Series 2: L&D- Program Design & Development | Agency officials and heads, supervisors, HRMOs, and other related fields | 6-7 August 2025 | Human Resource Management | Face-to-face | 6,000.00 |

| No. | Program | Target Participants | Schedule | Curriculum | Mode | Registration Fee |
|-----|--|---|----------------------|---------------------------|--------------|------------------|
| 13 | Coaching and Mentoring | Current supervisors/managers/leaders, Aspiring supervisors, HR Officers and practitioners | 27-28 August 2025 | Leadership and Management | Face-to-face | 8,000.00 |
| 14 | Basic Customer Service Skills | Open to all Government officials and employees | 2-3 September 2025 | Foundation | Face-to-face | 6,000.00 |
| 15 | PSVP para kay lingkod bayani (Free) | Open to all Government officials and employees | 10 Sep 2025 | Foundation | Online | Free |
| 16 | SDP Module 4- Empowering and Engaging People | Current supervisors/managers/leaders, Aspiring supervisors, HR Officers and practitioners | 16-17 September 2025 | Leadership and Management | Face-to-face | 8,000.00 |

Prepared by


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