	In		NG AND DEVELOPMEN	I CAL	LIVE	111										
Program	Brief Description	Participants	Duration								edule	1				
			(in days)	Jan	Feb	Mar	Apr	May	Jun	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Counterfeit Detection	Aims to familiarize participants with the characteristics and security features of the Philippine Peso New Generation Currency (NGC) series, as well as the currency issuance process and maintenance of currency integrity	Branch Personnel	0.5		•	•	•	•	•	•	•	•	•	•	•	•
Bank Fraud and Forgery Detection	Aims to develop certain level of awareness among participants on the visible characteristics of genuine and falsified signatures and documents, as well as learning the process of ID verification and security features on IDs	Branch Personnel	1		•	•	•	•	•	•	•	•	•	•	•	•
Branch Operations	Aims to update Branch personnel on most recent issuances and amendments on all relevant guidelines and procudures for branch operations	Branch and Non-Branch Personnel	1		•	•	•	•	•	•	•	•	•	•	•	•
Trainors Training for Training Branch Personnel	A program designed to prepare and update Trainors in preparation to cascading and retooling of branch personnel on Branch Operations	Training Branch Personnel	1.5								•					
Deaf Awareness Orientation	An orientation program on the basics of Filipino Sign Language	Branch Personnel	1		•	•	•	•	•	•	•	•	•	•	•	•

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Program	Brief Description	Participants	Duration	7	F-1-	N4	Δ	N4		_	Δ	C	0-4	N1	<u> </u>
			(in days)	Jan	reb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Anti-Money Laundering Act	Aims to familiarize the participants with the Anti-Money Laundering Act, particularly its provisions relevant to the Bank's branch operations	Branch Personnel (New Hires)	0.5		•	•	•	•	•	•	•	•	•	•	•
Card and Electronic Products	Aims to enable participants to discuss basic features of the Bank's various card and electronic banking products to potential clients	Branch Personnel (New Hires)	0.5			•			•			•			•
Clearing Operations	Aims to familiarize the participants with the Check Truncation System (CTS) and enable them to handle clearing transactions	Branch Personnel (New Hires)	0.5			•			•			•			•
ATM and Mobile Branches Operations	Aims to familiarize participants with the features of the Bank's ATMs, CDMs, and the Mobile Branches, as well as ATM operations and proper accounting procedures using the LARS • ATM Operations • Proper balancing and accounting procedures of ATM and CDM using the LARS	Branch Personnel (New Hires)	0.5			•			•			•			•
Payout of Government Financial Assistance	Aims to enable participants to perform relevant tasks in the implementation of various government financial assistance programs	Branch Personnel (New Hires)	0.5			•			•			•			•

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Program	Brief Description	Participants	Duration	Schedule Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov											
			(in days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Branch Accounting Process	Aims to familiarize participants with the accounting processes in the Bank's branch operations and be able to perform relevant tasks in booking of transactions, processing of Disbursement Orders and other transactions being processed by the Accounting Centers	Branch Personnel (New Hires)	0.5			•			•			•			•
Remittance Operations	Aims to familiarize participants with various remittance processing systems and enable them to handle remittance transactions	Branch Personnel (New Hires)	0.5			•			•			•			•
Oral Communications	Aims to provide review of the nuances of oral communication in the corporate setting and introduce strategies for English proficiency	Various	1				•		•		•		•	•	
Basic Written Communications	Aims to provide review on the foundations of written communication in the workplace	Various	1		•			•		•		•		•	
Advanced Written Communications	Aims to enable participants to develop strategies and styles for modern corporate writing	Various	1			•		•		•					
Completed Staff Work	Aims to enable participants define and apply the principles of Completed Staff Work and the Bank's hierarchy of documented information.	Supervisors to AVP	0.5	•	•	•	•	•	•						

Program	Brief Description	Participants	1	Duration Schedule											
Program	Brief Description	Farticipants		lan	Eah	Mar	Anr	May	Jun		Aug	Sep	Oct	Nov	Dec
Client Relationship Management		Account Officers and Account Assistants	(in days) 1	Jan	reb	Mai	•	May	Juii	Jui	•	<u> Зер</u>	Oct	NOV	Dec
Selling and Marketing LBP Lending Products	Aims to provide participants with skills in selling and marketing the Bank's products and services for LGU clients	Account Officers	2	•		•		•		•		•		•	
Basic Accounting with Financial Statement Analysis	Aims to help participants understand and apply accounting concepts and principles, and interpret basic financial statements	Account Assistants	2					•			•				
Financial Management	Aims to enable participants to apply basic tools and techniques of financial analysis, as well as prepare and understand financial statements	Various	1		•		•		•			•			
Credit Management	Aims to enable participants to explain the Bank's credit process	Non-Branch Personnel	1		•					•					
Basic Credit Management	Aims to enable participants understand loan structuring and packaging, loan officership, risk analysis and management, remedial management and loan syndication which are critical in the management of loan accounts.	Account Assistants	7	•		•	•	•							

Program	Brief Description	Participants	Duration							edule					
			(in days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Advance Credit Management	Aims to enable participants to describe and demonstrate the proper techniques and procedures in lending operations	Account Officers	5				•								
Corporate Finance	Aims to help participants identify three important financial decisions and apply these concepts through financial statement analysis as well as projected financial statements	Account Officers	3						•						
Basic Economic Analysis	Aims to enable particiapnts explain the structure of the country's economy and its impact on the banking system, as well as apply learnings in the proper evaluation of major economic indicators	Account Officers	1			•							•		
RA 9184 and its 2016 IRR	Aims to orient participants on the Implementing Rules and Regulations of the RA 9184 and update them on recent relevant issuances	Board Directors and Senior Officers	5			•									
Asset & Liability Management	To provide Bank personnel with the necessary foundation of knowledge in ALM	Account Officers; Treasury Officers / All	1							•					
Data Analytics	To strengthen the Bank's talent bench on Business Innovation and Data Analytics	MIS Units	15			•									
Business of Treasury ^{1/}	To provide an overview on the mechanics of managing bank liquidity and its attendant risks	Treasury Personnel	3												

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Program	Brief Description	Participants	Duration							edule					
			(in days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
(ITEM) or 1 year Course on	To provide participants with insight on working money market and assist them in the management of a money market book. It will also provide them with knowledge and practical understanding of spot foreign exchange and forward foreign exchange for both interbank activities and corporate businesses.	Trust Banking Personnel	30 - 40												
	To provide an overview of financial markets, features of fixed income securities, interest rate, and yield spread measures	Traders	10 - 14			•									
	To provide participants with insight on working money market and assist them in the management of a money market book. It will also provide them with knowledge and practical understanding of spot foreign exchange and forward foreign exchange for both interbank activities and corporate businesses.	Fixed Income Salesmen	0.5 - 1												
Project Financing ^{1/}	To provide participants with a comprehensive understanding of the intricacies, benefits, and challenges of project financing	Investment Bankers	3												
Auditing Tools and Techniques ^{1/}	To provide participants with different tools and techniques in auditing IT infra and other operational related functions	Auditors	1												

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Program	Brief Description	Participants	Duration							edule					
			(in days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cybersecurity ^{1/}	To provide participants with the components, domains, risks and identification of controls around cybersecurity	IT Specialist	3												
IT Governance and Management	To provide comprehensive framework that assists enterprises in achieving their objectives for the governance and management of enterprise IT	IT Specialist	3						•						
IT Service Management	Focuses on aligning IT services with business needs, and is published as a series of five core volumes, each of which covers a different ITSM lifecycle stage	IT Specialist	3							•					
Network Fundamentals ^{1/}	To provide knowledge on operating system and auditing boot for windows and UNIX platform and guide them in formulating applicable operations system security baselines.	Network Operations Personnel	3												
Programming ^{1/}	Discusses data concepts, arithmetic and conditional statements, program design, file handling, editing fields, control breaks, among others	Programmers	5			•									
Payment Card Industry - Data Security Standard	Discusses PCI DSS standards and regulations	IT Personnel; Card Product Personnel; Project Managers	44987						•			•		•	
Systems Analysis & Design ^{1/}	To enable participants plan an information system by understanding the capability of the system and its components	IT Personnel	5				•	•							

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Program	Brief Description	Participants	Duration	<u> </u>		L	١,			<u>edule</u>		l c		N.I.	
			(in days)	Jan	reb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
IT Systems		IT Systems Users	1												
Implementation ^{1/}	systems roll-out and														
	implementation														
Industry Updates ^{1/}	To update participants on current	Industry Practitioners	1 - 3												
	trends and issuances														
Database	To update participants on current	Database Administrators	3 - 5		•	•									
Administration	trends and issuances														
Information Systems	Provide participants basic	Auditors	3			•									
Audit	knowledge of audit procedures to														
Fundamentals	assess adequacy and effectiveness														
	of IS/IT governance, systems and														
	solutions, operations, contunuity														
	and security process														
	land seeding process														
Statistics	Provide participants with statistical	MIS Units	4				•								
	computing and graphics														
Regulatory	To provide compliance personnel	Compliance Monitoring	1												•
Issuances ^{1/}	with knowledge on the	Personnel													
155ddirect	AML/CFT/CFP structure, Basic														
	concepts, Legal Framework, Risk														
	Rating System, and the BSP														
	enforcement actions;														
	Chilorechiene dedons,														
Mandatory	To keep abreast with law and	Lawyers	2												
•	jurisprudence, maintain the ethics	<u> </u>													
Education ^{1/}	of the profession and enhance the														
Laacation	standards of the practice of law														
	Proceeds of the process of law														
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Program	Brief Description	Participants	Duration												
			(in days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Operational Risk Management ^{1/}	To broaden the knowlwedge on ERM aligned in developing strategic scenarios, capital planning policy including actions plance for capital recovery, and in conducting comprehensive analysis trends and various factors that will support the formulation of the Bank's strategies.		1 - 2												
Credit Risk Management ^{1/}	To enhance the knowledge and skills in establishing and implementing activities to continuously promote risk management culture awareness	Risk Management Personnel	1 – 2												
Market Risk Management ^{1/}	To broaden the knowledge on market risks to be able to anticipate and manage fluctuations in the values of the Bank's investments that could lead to economic losses.	Risk Management Personnel	1 - 2												
Enterprise Risk Management ^{1/}	To ensure the integrity and objectivity of the credit risk assessment, pricing, and management process	Risk Management Personnel	1 - 2												
Design Thinking ^{1/}	A collaborative session that is focused on the five phases of Design Thinking. It's a process that is designed to encourage creative problem solving and innovation from each member of the group in order to address business challenges.	Employees identified with gap on Development and Design	Duration and schedule upon receipt of invitation from provider												

		ZUZZ LLAKITI	IG AND DEVELOT FIELD	EVELOPMENT CALENDAR												
Program	Brief Description	Participants	Duration			Schedule Feb Mar Apr May Jun Jul Aug Sep Oct Nov De										
			(in days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Industry Updates	Aims to provide continuing professional education and up-to-date concepts and trends as applied in real-life work situations	Human Resource Management Personnel	Duration and schedule upon receipt of invitation from provider							•		•	•		•	
Pre-Retirement Seminar	Empowers pre-retirement employees to make informed decisions whether to pursue retirement or stay in the service until they are ready	Employees who are at least 55 years old, and have at least 20 years of service.	2			•		•			•			•		
Employee On- boarding Program	Orientation program that aims to facilitate smooth integration of new hires into the LANDBANK culture and to familiarize participants with important policies on human resource, facilities, and environment management	New Hires	3.5			•			•			•			•	
Values Integration Program	A program that aims for participants to understand the meaning and importance of values, align their personal values with the Bank's core values and embody LANDBANK's core values		4.0			•			•			•			•	
Personal Finance Management	At the end of the program, the participants will be equipped with strategies and tips to effectively manage and grow their financial resources.	Employees who are below 55 years old	0.5		•		•			•		•				

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Program	Brief Description	Participants	Duration							edule					
			(in days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Competency-based Human Resource Systems ^{1/}	These programs aims to equip participants with the required competencies in Human Resources Management as well as to adopt a strategic approach to Human resources management. Participants will be equipped with the knowledge to integrate human resources management with the organization's business strategy and goals, and the ability to attract, manage and retain the best people for the organization.	HR personnel	2-3												
Gender and Development	To understand key gender concepts that will enable participants to identify major gender issues during a crisis	GAD Technical Working Group Members and Sector Representatives	4		•	•	•	•	•	•		•	•		
Take the L.E.A.D. in Customer Service	Designed to discuss and/or revisit the fundamentals of customer service and learn techniques in handling customer complaints, enabling participants to deliver enhanced service to their external and internal customers	Head Office Unit Personnel	0.5			•	•	•	•	•	•	•	•	•	•

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Program	Brief Description	Participants	Duration					1		edule		ī			
			(in days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
System Orientation	To equip participants with a clear understanding of the EO No. 124, s. 2020 Guidelines on LANDBANK's Integrated Management System and the documents and records to be prepared, the policies, procedures and processes to be reviewed, and other compliances that are aligned with the requirements of the standards that the Bank subscribes to		0.5				•	•	•	•					
ness	To equip participants the knowledge, skills and attitude that public sector employees must possess in order to help implement Disaster Risk Reduction and Management in their respective work areas and to enable them to conduct proper search and evacuation for victims, communicate with all parties involved, maintain basic fire safety during an emergency	Incident Management Team Members	0.5				•	•	•	•	•		•		
	To equip participants with environmental concepts, regulations, duties and responsibilities of a PCO in compliance with the DENR-EMB requirements	PCOs and Managing Heads	1 or 5												

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Program	Brief Description	Participants	Duration							edule					
			(in days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Basic Occupational Safety and Health ^{1/}	To expedite capability building of LANDBANK Safety and Health Committee members and to facilitate conduct of learning, development, and communication initiatives on OSH	Incident Management Team Members and Occupational Safety and Health Committee Members	5												
AMLA For Senior Management	Aims to familiarize participants with the Anti-Money Laundering Act, particularly its provisions relevant to the Bank's operations	Senior Officers (PG14 & above)	0.5										•		
Corporate Governance	To have a better understanding of the performance governance system for GOCCs required by the Governance Commission for Government-Owned and Controlled Corporations (GCG)	AVPs and newly-appointed BODs	2					•				•			
Coaching	To know the 3 different types of employees and understand what leadership styles work for the different types, among others	PG 8-9 with supervisory functions	1				•			•				•	
Basic Supervisory	To develop personal effectiveness at work, identify the strategic objective/s where they can contribute for its/their attainment, and discover basic supervisory skills	PG 7 or 8 with Supervisory Functions	0.5			•	•		•	•		•	•		

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Program	Brief Description	Participants	Duration	<u> </u>	Ι= :	1				edule					
			(in days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Advance Supervisory	To review the basic management concepts, identify the different ways on how to stimulate individual and group performance, and discover strategies on how to cope with workplace dynamics	PG 8 with Supervisory Functions	1		•			•			•			•	
Problem-Solving and	To help participants make better-	All personnel assessed with					•		•		•		•		
Decision- Making	quality decisions by enhancing their creative and critical thinking skills to produce workable, effective and innovative solutions to workplace challenges	competency gap	1												
Branch Officers Development Program	o obtain a broad understanding of the Bank's branch & lending operations, systems and processes, policies and practices for their readiness to assume higher level responsibilities in the Bank	BSO/BOO (PG 9 & above)	2									•			
Leadership Development Program	To strengthen management skill, increase decision-making abilities, improve leadership and build a high performing team. It also aims to reinforce awareness of functions/ business areas and contribute to cross functional processes for sustainability of operations	Department/Group Heads	53										•		

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Program	Brief Description	Participants	Duration							<u>edule</u>					
			(in days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
GROWing NxtGen Leaders	To broaden leadership competencies to the Bank's key and critical positions and provide an avenue for knowledge transfer of Senior Management through sharing of professional and personal experiences	Mentors and Mentees	0.5			•	•	•	•					•	
AML for Branch Personnel	Aims to familiarize participants with the Anti-Money Laundering Act, particularly its provisions relevant to the Bank's operations	Branch Personnel	-												
AML for non-Branch Personnel	Aims to familiarize participants with the Anti-Money Laundering Act, particularly its provisions relevant to the Bank's operations	Non-Branch Personnel	-												
BBS Online Assessment Program m on Bank Products and Services	Explains and demonstrates how to market the Bank's products and services to clients	Branch Personnel	-												
Data Privacy	Designed to provide participants with basic knowledge on Data Privacy	All										•			

Program	Brief Description	Participants	Duration	Schedule											
			(in days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Employee Onboarding Program	Orientation program that aims to facilitate smooth integration of new hires into the LANDBANK culture and to familiarize participants with important policies on human resource, facilities, and environment management		-	•	•	•	•	•	•	•	•	•	•	•	•

^{1/} To be announced

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