



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY

February 25, 2026

DIVISION MEMORANDUM

No. 104, s. 2026

**CIVIL SERVICE COMMISSION 2026 LEARNING AND DEVELOPMENT (L&D)
TRAINING CALENDAR**

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
School Heads (Elementary & Secondary)
Teaching and Non-Teaching Personnel
All Others Concerned

1. Attached herewith is the 2026 Learning and Development (L&D) Training Calendar issued by the Civil Service Commission (CSC) for the guidance and reference of all concerned personnel.
2. The CSC L&D programs are designed to strengthen core, leadership, managerial, and technical competencies of government employees consistent with civil service standards and the continuing professional development of public servants. Participation in these trainings supports the institutionalization of meritocracy, professionalism, ethical standards, and service excellence in the public sector.
3. All officials and personnel are encouraged to review the attached training calendar and identify programs aligned with their Individual Development Plans (IDPs) and office performance targets. Attendance shall be subject to prior approval of this Office and availability of funds, in accordance with existing rules on training, travel, and human resource development.
4. Interested personnel are advised to register online, subject to the approval of this Office and availability of funds, in accordance with existing training and travel guidelines.
5. immediate dissemination of this memorandum is desired.



MARGARITO A. CADAYONA, JR. PhD, CESO VI
Schools Division Superintendent



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Civil Service Commission
Republic of the Philippines

Civil Service Commission Regional Office VIII

2026 LEARNING AND DEVELOPMENT TRAINING CALENDAR (PUBLIC OFFERING)

Dates		Topic/Title	General Description	Target Participants	Customized Area	Registration Fee
From	To					
First Semester						
2/26/2026	2/27/2026	Developmental Training Program for Administration and Support Staff (DTPASS) <i>(Webinar Format)</i>	The L&D Program especially designed to provide the agency's administrative and support staff with the needed competencies in systematically organizing and maintaining clean and orderly workplace as well as promote and cultivate efficient and effective working environment.	HRMOs, and Rank-and-File Employees	Technical	₱2,400.00
3/17/2026	3/18/2026	2025 Orientation-Workshop on the Omnibus Rules on Appointments and Other Human Resource Actions (ORA OHRA) <i>(Face-to-Face Format)</i>	The training aims to enhance the capabilities of HR practitioners in the preparation and processing of appointments and other Human Resource Actions based on up-to-date CSC issuances.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs, and all Rank-and-File Employees	Technical	₱4,500.00 (with Training Kit)
03/23/2026	03/23/2026	Virtual GEDSI Forum <i>(Webinar Format)</i>	The Forum aims to appreciate and acknowledge the commendable efforts and perseverance of men and women, GAD and SOGIESC advocates in the country and abroad who continuously act as forerunner of change in the organization, environment and society, as a whole, supporters of the campaign in achieving a compassionate and harmonized networks toward closing gender gaps.	All personnel of agencies of the NGAs, LGUs, SUCs, GOCCs and HRMPs	Foundation	₱1,200.00
03/26/2026	03/27/2026	Seminar-Workshop on Coaching and Mentoring <i>(Face-to-Face Format)</i>	The Program aims to equip leaders and managers with the purpose, principles and practices of mentoring and coaching that will enable them to develop the necessary competencies to efficiency to effectively mentor and coach others.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs, HRMPs with staff under them	Leadership & Management	₱4,000.00
04/07/2026	4/08/2026	Leave Administration Course for Effectiveness (LACE) <i>(Face-to-Face format)</i>	The Course aims to provide necessary insights to government employees on the various CSC laws, rules and regulations on leave as well as guide the Human Resource Management Officers and other HRM practitioners on how to properly apply the various CSC laws, rules and regulations on leave to certain situations observed in the agency.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs, and all Rank-and-File Employees	Technical	₱4,000.00
4/15/2026	4/15/2026	Conversations with Local Leaders in Eastern Visayas (CLEV) <i>(Face-to-Face Format)</i>	The two-day Conversations with Local Leaders in Eastern Visayas (CLEV) will enable government executives in Eastern Visayas, specifically the heads of NGAs and GOCCs, presidents of SUCs/LUCs, Local Chief Executives and their Vice, HRM Officers and staff, and all HRM practitioners to share insights on Human Resource Management (HRM) and help government agencies be able to align their own practices with the "global trends and issues in Human Resource Management and Leadership."	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs and all Human Resource Management Practitioners (HRMPs)	Leadership & Management	₱7,500.00 (with Training Kit)
4/21/2026	4/21/2026	Public Service Values Program (PSVP) <i>(Webinar Format)</i>	The Course is designed to promote and enhance public service values among officials and employees in government in order to ensure the attainment of the agencies' Vision, Mission and Strategic Directions, as well as improve individual and organizational performance.	HRMOs, Human Resource Management Practitioners (HRMPs, and Rank-and-File Employees)	Foundation	₱1,200.00

Dates		Course Title	Course Description	Target Participants	Curriculum Area	Registration Fee
From	To					
First Semester						
5/04/2026	5/07/2026	Supervisory Development Course (SDC) Track 1 <i>(Webinar Format)</i>	The course aims to upgrade the managerial and supervisory knowledge and skills of first-line supervisors in responding to the requirements of their job	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs, HRMPs with staff under them	Leadership & Management	₱4,800.00
5/12/2026	5/13/2026	Course on Wellness in the Workplace <i>(Webinar Format)</i>	The Seminar is designed how to take care the mental health of an individual. Mental Health includes emotional, psychological, and social well-being. It is more than the absence of a mental illness. It is essential to the overall health and quality of life.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs and all Human Resource Management Practitioners (HRMPs)	Foundation	₱2,400.00
6/02/2026	6/05/2026	Supervisory Development Program (SDP) Courses 1 & 2 <i>(Face-to-Face Format)</i>	The Program aims to elevate the supervisors and managers to elevate their level of understanding, skills, approaches, and practices about Leadership and Human Resource Management (HRM); hence, make them competent, successful, innovative and effective leaders.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs, HRMPs with staff under them	Leadership & Management	₱8,000.00
6/10/2026	6/11/2026	2025 Orientation-Workshop on the Omnibus Rules on Appointments and Other Human Resource Actions (ORA OHRA) <i>(Face-to-Face Format)</i>	The training aims to enhance the capabilities of HR practitioners in the preparation and processing of appointments and other Human Resource Actions based on up-to-date CSC issuances.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs, and all Rank-and-File Employees	Technical	₱4,500.00 (with Training Kit)
6/23/2026	6/23/2026	Public Service Values Program (PSVP) <i>(Webinar Format)</i>	The Course is designed to promote and enhance public service values among officials and employees in government in order to ensure the attainment of the agencies' Vision, Mission and Strategic Directions, as well as improve individual and organizational performance.	HRMOs, Human Resource Management Practitioners (HRMPs, and Rank-and-File Employees)	Foundation	₱1,200.00
Second Semester						
7/07/2026	7/08/2026	Basic Customer Service Skills (BCSS) with Ease of Doing Business (EODB) <i>(Face-to-Face Format)</i>	The Course is designed to enhance the competencies of all government employees in providing customer services that are attuned to the existing statutory, as well as CSC laws, rules and regulations with the aim of providing excellent public service delivery. It includes the salient features of the Ease of Doing Business (EODB)	Line Managers/ Supervisors, HRMOs, Rank-and-File Employees providing frontline services	Technical	₱4,000.00
7/14/2026	7/15/2026	2025 Revised Rules on Administrative Cases in the Civil Service (RRACS) <i>(Face-to-Face Format)</i>	The training aims to enhance, educate and empower the public, the disciplining authorities of the different government agencies and instrumentalities on the course of action to take when a public servant commits misconduct, infraction, abuses, and illegal acts.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs, and all Rank-and-File Employees	Technical	₱4,500.00 (with Training Kit)

Dates		Course Title	Course Description	Target Participants	Curriculum Area	Registration Fee
From	To					
Second Semester						
7/21/2026	7/22/2026	Developmental Training Program for Administration and Support Staff (DTPASS) <i>(Webinar Format)</i>	The L&D Program especially designed to provide the agency's administrative and support staff with the needed competencies in systematically organizing and maintaining clean and orderly workplace as well as promote and cultivate efficient and effective working environment.	HRMOs and Rank-and-File Employees	Technical	₱2 400.00
7/28/2026	7/31/2026	Supervisory Development Program (SDP) Courses 3 & 4 <i>(Face-to-Face Format)</i>	The Program aims to elevate the supervisors and managers to elevate their level of understanding skills approaches and practices about Leadership and Human Resource Management (HRM) hence make them competent, successful, innovative and effective leaders.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs, HRMPs with staff under them.	Leadership & Management	₱6 000.00
8/06/2026	8/07/2026	Capacity Building Program for the Members of the Human Resource Merit Promotion and Selection Board (HRMPSB) <i>(Face-to-Face Format)</i>	The Seminar aims to enhance the knowledge skills and competencies of HRMPSB members in carrying out their roles and responsibilities in the recruitment, selection and placement (RSP) system in accordance with CSC policies and PRIME-HRM guidelines.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs and all Rank-and-File Employees	Technical	₱2 500.00 (with Training Kit)
8/11/2026	8/14/2026	Supervisory Development Course (SDC) Tracks 2&3 <i>(Webinar Format)</i>	The course aims to upgrade the managerial and supervisory knowledge and skills of first-line supervisors in responding to the requirements of their job.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs, HRMPs with staff under them.	Leadership & Management	₱6 000.00
8/19/2026	8/20/2026	2025 Orientation-Workshop on the Omnibus Rules on Appointments and Other Human Resource Actions (ORA OHRA) <i>(Face-to-Face Format)</i>	The training aims to enhance the capabilities of HR practitioners in the preparation and processing of appointments and other Human Resource Actions based on up-to-date CSC issuances.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs, and all Rank-and-File Employees	Technical	₱4 500.00 (with Training Kit)
8/27/2026	8/28/2026	Course on Wellness in the Workplace <i>(Webinar Format)</i>	The Seminar is designed how to take care the mental health of an individual. Mental Health includes emotional, psychological, and social well-being. It is more than the absence of a mental illness. It is essential to the overall health and quality of life.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs, and all Human Resource Management Practitioners (HRMPs)	Foundation	₱2 400.00
10/07/2026	10/09/2026	Seminar-Workshop on Administrative Justice (SWAJ) and Capability Building for Committee on Decorum and Investigation (CODI) <i>(Face-to-Face Format)</i>	The Seminar is designed to discuss the update of the procedural guidelines for the disposition of disciplinary and non-disciplinary cases. It is also aimed at ensuring consistency, predictability, and stability - values which are integral in upholding the rule of law. It also affords government workers fair treatment and protects them from being victimized by political biases, persecution, and personal whims.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice Line Managers/ Supervisors, HRMOs, and all Rank-and-File Employees	Technical	₱6,500.00 (with Training Kit)

Dates		Course Title	Course Description	Target Participants	Curriculum Area	Registration Fee
From	To					
Second Semester						
10/22/2026	10/23/2026	Regional Congress for Leaders in Eastern Visayas (RCLEV) <i>(Face-to-Face Format)</i>	The two-day Regional Congress for Leaders in Eastern Visayas (RCLEV) will enable government executives in Eastern Visayas specifically the heads of NGAs and GOCCs, presidents of SUCs/LUCs, Local Chief Executives and their Vice, HRM Officers and staff, and all HRM practitioners to broaden their insights on Leadership and Human Resource Management (HRM)	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice, Line Managers/ Supervisors, HRMOs, and all Human Resource Management Practitioners (HRMPs)	Leadership & Management	₱7,500.00 (with Training Kit)
11/05/2026	11/06/2026	Developmental Training Program for Administration and Support Staff (DTPASS) <i>(Webinar Format)</i>	The L&D Program especially designed to provide the agency's administrative and support staff with the needed competencies in systematically organizing and maintaining clean and orderly workplace as well as promote and cultivate efficient and effective working environment.	HRMOs and Rank-and-File Employees	Technical	₱2,400.00
11/13/2026	11/16/2026	Supervisory Development Course (SDC) Track 1 <i>(Webinar Format)</i>	The course aims to upgrade the managerial and supervisory knowledge and skills of first-line supervisors in responding to the requirements of their job.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice, Line Managers/ Supervisors, HRMOs, HRMPs with staff under them	Leadership & Management	₱4,800.00
11/18/2026	11/19/2026	2025 Orientation-Workshop on the Omnibus Rules on Appointments and Other Human Resource Actions (ORA-OHRA) <i>(Face-to-Face Format)</i>	The training aims to enhance the capabilities of HR practitioners in the preparation and processing of appointments and other Human Resource Actions based on up-to-date CSC issuances.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice, Line Managers/ Supervisors, HRMOs, and all Rank-and-File Employees	Technical	₱4,500.00 (with Training Kit)
11/25/2026	11/26/2026	2025 Revised Rules on Administrative Cases in the Civil Service (RRACS) <i>(Face-to-Face Format)</i>	The training aims to enhance, educate and empower the public, the disciplining authorities of the different government agencies and instrumentalities on the course of action to take when a public servant commits misconduct, infraction, abuses, and illegal acts.	Agency Heads (NGAs, LGUs, SUCs, GOCCs) and their Assistants/Vice, Line Managers/ Supervisors, HRMOs, and all Rank-and-File Employees	Technical	₱4,500.00 (with Training Kit)

The Civil Service Commission Regional Office VIII also offers the following training as requested by other government agencies via the webinar or face-to-face format:

I. Leadership and Management Courses

Leadership and Management

- Public Service Values Program (PSVP) for Leaders
- Supervisory Development Program (SDP) Courses 1 & 2
- Supervisory Development Program (SDP) Courses 3 & 4
- Supervisory Development Program (SDP) Course 5
- Seminar-Workshop on Coaching and Mentoring
- Digital Leadership
- RSP for PRIME-HRM Level 2
- PM for PRIME-HRM Level 2
- L&D for PRIME-HRM Level 2
- R&R for PRIME-HRM Level 2
- Seminar on Public Sector Unionism
- Seminar-Workshop on Coaching and Mentoring

II. Foundation Courses

Values Program

Public Service Values Program (PSVP)
Values Orientation Workshop (VOW)

Other General Foundation Courses

Basic Customer Service Skills (BCSS)
Developmental Training Program for Administrative Support Staff (DTPASS)

Future-Ready Program

Course on Emotional Intelligence
Course on Wellness in the Workplace

III. Technical Courses

Training on CSC related policies and issuances on HR

Seminar-Workshop on Administrative Justice and Capability Building for Committee on Decorum and Investigation (CODI)
Capacity Building of Committee Members for Grievance, PRAISE and HRMPSB

Leave Administration Course for Effectiveness (LACE)

2025 Orientation-Workshop on the Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA)

2025 Revised Rules on Administrative Cases in the Civil Service (RRACS)

Seminar-Workshop on Strategic Performance Management System (SPMS)

Seminar on Completed Staff Work

Capacity Building for Committee Members of the Human Resource Merit Promotion and Selection Board (HRMPSB)

Financial Education

Financial Education Program

Future-Ready Program

Course on Digital Literacy

Others

Developmental Training Program for Administration and Support Staff (DTPASS)

Basic Customer Service Skills (BCSS) with Ease of Doing Business (EODB)