



Home Guaranty Corporation

2014 Training Report

In its continuing efforts to enhance the capabilities of its personnel so that they can deliver quality service to its stakeholders, The Home Guaranty Corporation has conducted the following Training Programs and Development Activities for 2014.

A. In-house trainings

Training Title	Dates	No. of Participants
1. Root Cause Analysis	06-07 May 2014	49
2. Records Management	06-07 Nov. 2014	39
3. Completed Staff Work	13-14 Nov. 2014	25
4. Government Procurement Reform Act (R.A. 9184)	20-21 Nov. 2014	41
5. Technical Writing	27-28 Nov. 2014	27
6. Supervisory Development Course (Batch 1)	10-11 Dec. 2014	30
7. Supervisory Development Course (Batch 2)	22-23 Jan. 2015	26
TOTAL		237

B. Specialized trainings

Topic	No. of Participants	
1. Public Governance	1	
2. Real Estate Development	6	
3. Credit Analysis and Evaluation	1	
4. Investment Banking	1	
5. Land Titling	3	
6. Financial Risk Management	1	
7. Housing and Rehabilitation Statistics	1	
8. Budgeting and Finance	2	
9. HR related training	1	
TOTAL		17



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C. Continuing professional education, reviews and refresher courses, and membership in professional associations

Course / Membership	No. of Participants
1. Mandatory Continuing Legal Education	4
2. Continuing Professional Development for Real Estate Appraisers	4
3. Law Refresher Course	2
4. Real Estate Broker Review	4
5. Philippine Association of Realty Appraisers Membership Fee	2
TOTAL	16

D. Post Graduate Studies and Diploma Courses

Courses	No. of Participants
1. Bachelor of Laws	2
2. MA in Urban and Regional Planning	1
3. MA in International Relations	1
4. Master of Business Administration	3
5. Master of Technology Management	1
6. Mini MBA	1
7. Real Estate Environmental Planning Diploma	1
TOTAL	10

Out of the 117 personnel as of 31 December 2014, 112 (96%) attended trainings. Forty-three (43) employees or 38% of the 112 employees, also attended other HRD development activities.

Below is the breakdown of the employee's participation in these activities:

Courses	No. of Employees	No. of Participants	No. of Employees w/o Training Availments
Executive Offices	13	13	0
Management Services Group	7	7	0
Legal Group	13	13	0
Guaranty Group	25	23	2
Asset Mgt. & Disposition Group	25	24	1
Corporate Services Group	34	30	4
TOTAL	117	111	7



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The five (5) employees (4%) who were not able to attend any of the above-mentioned activities have been scheduled for training on the first quarter of 2015.

In terms of training budget utilization, Php 1.28 Million or 61.18% of the training budget of Php 2.1 Million for CY 2014 was disbursed.

