



July 15, 2022

MEMORANDUM

FOR : The Regional Executive Director
DENR MIMAROPA Region

THRU : The Assistant Regional Director for Management Services


FROM : The In-Charge, Office of the PENRO

SUBJECT : **SUBMISSION OF INDIVIDUAL LEARNING REPORT
ON THE SEMINAR-WORKSHOP ON INTEGRITY,
TRANSPARENCY, AND ACCOUNTABILITY IN
PUBLIC SERVICE (ITAPS) – BATCH 1 HELD ON
JULY 06-08, 2022 VIA ZOOM PLATFORM**

Forwarded is the Individual Learning Report on the Seminar-Workshop on Integrity, Transparency, and Accountability in Public Service (ITAPS) – Batch 1. The said Seminar-Workshop was held last July 06-08, 2022 virtually via Zoom platform, submitted by our Information System Analyst II.

For information and record.

“For and in the absence of the PENRO”


SIMEON R. DIAZ
Land Management Officer III
In-Charge, Office of the PENRO



Republic of the Philippines
Department of Environment and Natural Resources
PENRO Marinduque

July 15, 2022

MEMORANDUM

FOR : The In-Charge, Office of the PENRO
THRU : The In-Charge, Office of the Management Services Division
FROM : The Information System Analyst II
SUBJECT : **INDIVIDUAL LEARNING REPORT ON THE SEMINAR-WORKSHOP ON INTEGRITY, TRANSPARENCY, AND ACCOUNTABILITY IN PUBLIC SERVICE (ITAPS) – BATCH 1**

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In compliance to the submission of training report upon the completion of the event, respectfully submitted is the Individual Learning Report on the Seminar-Workshop on Integrity, Transparency, and Accountability in Public Service (ITAPS) – Batch 1. The said Seminar-Workshop was held last July 06-08, 2022 virtually via Zoom platform.

Attached is the copy of the summary report for your reference.

For your information, record and further instructions.

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MARK RYAN S. LOZADA

INDIVIDUAL LEARNING REPORT

Part 1 (To be prepared by the participant)

Name of Participant:	Mark Ryan S. Lozada
Office/Service:	DENR-PENRO Marinduque/Information and Communication Technology
Training Title:	Seminar-Workshop on Integrity, Transparency, and Accountability in Public Service (ITAPS) – Batch 1
Learning Providers and Facilitators:	1. Office of the Deputy Ombudsman for Luzon <ul style="list-style-type: none">▪ Mr. Romer Capurcos▪ Atty. Joseph Navarette▪ Ms. Rose Roque 2. DENR MIMAROPA Region <ul style="list-style-type: none">▪ Administrative Division/Human Resource Development Section
Inclusive Dates:	July 6-8, 2022
Venue:	Virtual via Zoom platform

I. EVALUATION OF THE COURSE:

• Technical Content

The Seminar-Workshop on Integrity, Transparency, and Accountability in Public Service (ITAPS) – Batch 1 was attended by the selected Section and Unit Heads from PENRO Marinduque and PENRO Romblon, Secretariat/Facilitators from DENR MIMAROPA Region. Learning Resource Speakers were from the Office of the Deputy Ombudsman for Luzon. Participants used computers, web cameras, microphones, headsets/headphones, and speakers during the activity. The Seminar-Workshop was conducted virtually via the Zoom platform.

Pre-Training Guidelines and Pre-Test were provided by the facilitators before the activity to be answered by the participants. Attendance links, using Google Form were provided. Links of the Zoom, lessons, activities, and instructions for every session were provided and posted via email and the Viber application.

The main goal of the seminar-workshop is for the participants to be able to recognize the scope of accountability of public servants guided by established relevant laws and policies leading to a corrupt-free bureaucracy.

The Seminar-Workshop has divided into three (3) Modules. Each Resource Speaker has their own module to be discussed. Module 1: Understanding Corruption was discussed by Mr. Romer Capurcos, while Module 2: Upholding Accountability in Public Office and Module 3: Integrating Integrity in Public Service was tackled by Atty. Joseph Navarette and Ms. Rose Roque, respectively. Each module has its message. Module 1 implies that “Corruption kills. It victimizes all.”; Module 2 reminds us that the “Public Office is Public Trust”; and Module 3 carries the message “Integrity Begins with Me.”.

All the Learning Resource Speakers used slide presentations that they all shared and presented via Zoom. Before the discussion, they prepared a short activity on the topics they will be discussing. All participants were tasked to answer the activity using the Google Jamboard. Selected answers were explained by selected participants. After the warmup activity, the Speakers discussed the objectives of the module.

The Resource Speakers applied open communication and participation, wherein, participants were called to recite and answer during the discussions. Topics, though some were too technical, were presented and discussed comprehensively and in detail by the Resource Speakers. Participants could also ask questions during and after each discussion. Open forums and workshops were given after every discussion. Each Resource Speaker has their own scheme when it comes to discussion and giving activities. Likewise, they made sure that all participants are actively participating.

On the other hand, to assess the learning progress of the participants about the topics discussed, all Classworks and Discussion Boards prepared by the Resource Speakers were uploaded to Google Classroom, and were answered by all the participants. Participants answered all the activities using Google Classroom. Likewise, every Module has Self-Paced Course Lessons which contained the topics and knowledge check questions to be answered by the participants, which were also uploaded in Google Classroom. Participants may opt to view and download the said lessons.

End of Learning Evaluation and Resource Speaker Evaluation were answered by the participants using the Google Forms.

- **Impression/Comments:**

The three-day Seminar-Workshop on Integrity, Transparency, and Accountability in Public Service (ITAPS) went well, focused, and worth it. Special Order, training guidelines, Zoom links, Self-Paced Course Lessons, activities, and other needed information relevant to the Seminar-Workshop were delivered ahead of the schedule. The Resource Speakers have the expertise and are more than knowledgeable, focused, and delivered their topics smart and clear. The classwork activities and workshops, which were done using Google Classroom and Google Jamboard, were interesting to do, and were well-participated by all learners and Resource Speakers.

There was an open communication and discussion between the Resource Speakers and the participants. Resource Speakers were able to build a classroom-type environment wherein caselets, scenarios, and true-to-life events were given for the participants (individually and/or by team) to analyze and answer the succeeding questions. Participants can ask questions during and after the discussions which the speakers answer objectively.

The learning environment, though virtual (Zoom), was still a conducive environment for learning. Each participant was given a 15-minute health break every session. Likewise, what I wanted the most in this Seminar-Workshop is that, the time for discussions and activities was well managed and allotted. No time pressure and information overload from the beginning to the end of the sessions.

II. RELEVANCE OF THE LEARNING EVENT TO PARTICIPANT'S WORK/FUNCTION:

This Seminar-Workshop on Integrity, Transparency, and Accountability in Public Service (ITAPS) is highly relevant to the participant's work/function. Through the said Seminar-Workshop, public service values were internalized and helped enhance a deeper understanding of the role of public servants and the accountability attached to the positions in the government.

The participant can also share the knowledge he gained from this Seminar-Workshop to other employees so that they can also be zero tolerant to corruption; inspire them to live a life of integrity and to serve well all the people they are mandated to serve.

III. RECOMMENDATIONS:

Seminar-Workshop on Integrity, Transparency, and Accountability in Public Service (ITAPS) is highly relevant in public service, thus, it must be provided to all public officials. Proper time management in the discussions and workshops must be continuously observed and applied to avoid knowledge pressure and information overload to the participants.

If necessary, training on the use of technology platforms such as Google Classroom must be provided by the training facilitators to ensure the smooth flow of the succeeding learning events.

IV. POST LEARNING ACTION PLAN/PROPOSAL:

Proposed Plan/Activity/Output	Time Frame
Share the learnings from the Seminar-Workshop to co-employees	ANA
Apply the learnings gained from the Seminar-Workshop through actions <ul style="list-style-type: none"> • Treat and serve office' clients with utmost service, honesty, and fairness • Treat all employees and guests with respect and fairness • Report unnecessary and unlawful actions to the immediate supervisor and/or top management • Protect and take care all the government properties • Continuously cultivate and harness my skills and abilities for the benefit of the people 	Will be frequently observed and applied

Propose to the top management to create and establish a functional Committee on Decorum and Investigation (CODI) at PENRO Marinduque	During staff meeting
Propose to the top management to conduct training for the Committee on Decorum and Investigation (CODI) of PENRO Marinduque	During staff meeting
Propose to top management to provide measures, policies, and guidelines to prevent gender-based sexual harassment in the workplace, such as the conduct of anti-sexual harassment seminars	During staff meeting
Propose to top management to provide and disseminate, in consultation with all persons in the workplace, a code of conduct or workplace policy	During staff meeting
Propose to top management to disseminate or post in conspicuous place copies of Acts in relation to Integrity, Transparency, and Accountability in Public Service (ITAPS) to all persons in the workplace	During staff meeting

Part 2 (To be prepared by the SUPERVISOR)

How will you support the post Learning Action/Proposal?

I fully support the proposed plans indicated and monitor the compliance of the same.

Have you discussed any concerns/resources needed by your subordinate so that he/she can effectively transfer the skills and knowledge gained from the training?

No, there are no resources need to effectively transfer the skills and knowledge acquire, he can just perform with utmost excellence just like how he is doing before and now.

Would you be willing to send him/her again to other training/seminar/conference?

Yes ☒ No ☐ Others ☐

If yes, please specify courses.

ICT related seminar/workshop/courses.

Submitted by:

MARK RYAN S. LOZADA
Information System Analyst II
(Attendee)

July 15, 2022
Date

Noted/Confirmed by:

JHONNA LIZA S. MEDENILLA
Planning Officer II/
In-Charge, Planning Section
(Supervisor)

7/15/2022
Date