

AGRICULTURAL TRAINING INSTITUTE

SCHEDULE OF ACTIVITIES  
For Fiscal Year 2023

TRAINING CENTER/DIVISION/UNIT: DA-ATI-RTC-CAR

Activity/ies	Implementation Date	Venue	Coverage Area	Participants		Financial Requirements(in Pesos)	Remarks
				Type	Number		
<b>REGULAR PROGRAM</b>							
ATI-RTC-CAR CY 2023 Year Start Inhouse Planning Activity	Jan 18-19	Aspulan, ATI-CAR	Benguet	Staff/JOs	40	100,000.00	2 days
Clean and Green Project: Climate Change Mitigation Sem1	Jan 20	ATI-CAR, BSU Compound, La Trinidad, Benguet	-	Staff (Regular & COS)	40	46,000.00	
2023 ATI Anniversary Celebration	Jan 31	ATI-CAR, BSU Compound, La Trinidad, Benguet	-	ATI Staff, representative from BSU, DA etc.	100	168,204.00	
Closing of Books	Jan	TBD, c/o Central Office	National	Finance Staff	4	20,000.00	Participants: Accountant, HR, Budget, Cashier
IQA Activity Sem 1	Feb 2-3	ATI-CAR	-	ATI Staff	45	50,250.00	
ATI-CAR 13th Management and Performance Review for Sem1	Feb 13-15	ATI-CAR	Regional	Staff/JOs	40	300,000.00	4 days
GAD Learning Session (for ATI Staff)	Feb 28-Mar 1	ATI-CAR, Aspulan Hall	Regionwide	ATI Staff	30	200,000.00	
Entrepreneurial Development Program for RBO/4H CLUB/Farm Family Batch 1	Mar 8-10	ATI-CAR	Regionwide	RBO's/Farm Family	25	175,000.00	
Regional FYFIP Examination, Screening and Orientation	Mar(TBD)	ATI-CAR	Regionwide	Youth, 4Hrs	40	75,000.00	
Writing a Winning Project/Training Proposal, Batch 1	Mar 14-16	ATI-CAR, Aspulan Hall	Regionwide	AEWs	25	200,000.00	
Writing a Winning Project/Training Proposal, Batch 2	Mar 21-23	ATI-CAR, Aspulan Hall	Regionwide	AEWs	25	200,000.00	
PAF-ESP Council Meeting Sem1	April		Benguet /Abra/Ifugao	SUC/Private Sector Representative/LGU Representative/DA-RFO/ATI-RCT-CAR	6	50,000.00	
Training on Community Needs Assessment	Apr 18-20	ATI-CAR, Aspulan Hall	Regionwide	AEWs	20	225,000.00	
Resource Person Development Course, Batch 1	May 16-18	ATI-CAR, Aspulan Hall	Regionwide	AEWs	25	200,000.00	
Staff Development for ATI-CAR Staff Sem1	May 4-5	TBD	Benguet	Staff (Regular & COS)	40	to be sourced	
AgriDOC Assessment Meeting	May 16-17		All provinces except Benguet	AEWs	25	50,000.00	
Entrepreneurial Development Program for RBO/4H CLUB/Farm Family Batch 2	May 17-19	ATI-CAR	Regionwide	RBO's/Farm Family	25	175,000.00	
FEDMTP Course 3. Value Adding and Marketing	May 30-Jun 1	ATI-CAR, Dammuhan Hall	Regionwide	AEWs	20	200,000.00	
RBME Survey: Data Collection, Processing and Packaging for the 6 provinces	May-Sep 30	Abra, Apayao, Benguet-Baguio, Ifugao, Kalinga, Mt. Prov	Regional	PMEU, AEWs/ Farmers	337 Farmers 37 AEWs 5 enumerators/SRS 3 PMEU	400,000.00	5 months
Resource Person Development Course, Batch 1	Jun 7-9	ATI-CAR, Aspulan Hall	Regionwide	AEWs	25	200,000.00	
TGP Consultative meeting	Jun 13		Benguet	Magsasaka Siyentista	20	15,000.00	
Recalibration and Organizational Strengthening of RBO & 4H Focal Persons/Coordinators, Batch 1	Jun 14-16	ATI-CAR	Regionwide	AEWs (RBO Coordinator)	30	150,000.00	
Training on STBF Establishment (F2F)	Jun 14-16		All provinces	Magsasaka Siyentista	20	250,000.00	
Specialized Training for certified LSAI and SPAs/LSAII, Batch 1	Jun	TBD	Abra, Apayao, Baguio, Beng, Ifug, Kal, Mt. Prov.	LSAs	30	150,000.00	
LGU-Agriculture Office Managers Assoc Meeting/Activity Sem 1	Jun		Regionwide	AEWs	30	150,000.00	
Tree Planting: Climate Change Mitigation	Jul 7	BABRC, Baguio City	-	Staff (Regular & COS)	45	112,150.00	
Recalibration and Organizational Strengthening of RBO & 4H Focal Persons/Coordinators, Batch 2	Jul 19-21	ATI-CAR	Regionwide	AEWs (RBO Coordinator)	30	150,000.00	
Engenderizing Extension in the LGUs	Jul 25-27	ATI-CAR, Dammuhan Hall	Regionwide	AEWs	20	200,000.00	
Specialized Training for certified LSAI and SPAs/LSAII, Batch 2	Jul	TBD	Abra, Apayao, Baguio, Beng, Ifug, Kal, Mt. Prov.	LSAs	30	150,000.00	
Financial Cluster Forum	Jul	TBD, c/o Central Office	National	Finance Staff	4	20,000.00	Participants: Accountant, HR, Budget, Cashier
Evaluation Study: ATI T2-ES22PPP in Paracelis, Mt. Province Preparatory Activities, Data Collection, Processing (Cleaning, Consolidation, Analysis and Interpretation)and Packaging	Jul-Dec	Paracelis, Mt. Prov	Paracelis, Mt. Prov	PMEU, AEWs/ Farmers	7 AEWs 3 PMEU 40 Farmers	100,000.00	
Evaluation Study: ATI T2-ES22PPP in Natonin, Mt. Province: Preparatory Activities, Data Collection, Processing (Cleaning, Consolidation, Analysis and Interpretation) and Packaging	Jul-Dec	Natonin, Mt. Prov	Natonin, Mt. Prov	PMEU, AEWs/ Farmers	8 AEWs 3 PMEU 40 Farmers	100,000.00	
Evaluation Study: ExPAND Project in Sablan, Benguet: Preparatory Activities, Data Collection, Processing(Cleaning, Consolidation, Analysis and Interpretation) and Packaging	Jul-Nov	Sablan, Benguet	Sablan, Benguet	PMEU, AEWs/ Farmers	5 AEWs 3 PMEU 40 Farmers	50,000.00	
Clean and Green Project: Climate Change Mitigation Sem2	Aug 4	ATI-CAR, BSU Compound, La Trinidad, Benguet	-	Staff (Regular & COS)	40	34,000.00	
4H Youth Club Convention CY 2023	Aug 17-18	TBD	Regionwide	4Hrs/AEWs (RBO Coordinators)	4Hrs- 50pax AEWs- 20 pax	350,000.00	
The ATI-Trained LGU Trainer's Assembly	Sep 7-8	ATI-CAR, Aspulan Hall	Regionwide	AEWs	30	200,000.00	
ATI-RTC-CAR CY 2023 Sem 2 Inhouse Planning Activity for FY2024	Sep 4-5	ATI-CAR, Aspulan Hall	Benguet	Staff/JOs	40	100,000.00	2 days
IQA Activity Sem 2	Sep 11-12	ATI-CAR	-	ATI Staff	45	100,250.00	cost is inclusive of 3rd Party Audit
ATI-CAR 14th Management and Performance Review for Sem2	Sep 26-29	ATI-CAR, Aspulan Hall	Regional	Staff/JOs	40	200,000.00	4 days
DA-RFO-ATI-CAR Harmonization Meeting for FY2024 WFP	Nov 10	Aspulan, ATI-CAR	Benguet	DA-RFO & ATI-CAR Focals	25	75,000.00	1 day
Extension Modality Convention/LSA Summit	Nov		Regionwide	LSAs/ESPs/CIJAMF/VLS A	100	200,000.00	
LGU-Agriculture Office Managers Assoc Meeting/Activity Sem 2	Nov		Regionwide	AEWs	30	150,000.00	
PAF-ESP Council Meetings Sem2	Nov		Benguet /Abra/Ifugao	SUC/Private Sector Representative/LGU Representative/DA-RFO/ATI-RCT-CAR	6	50,000.00	
Joint ATI-CAR and CorCARRD Forumer Forum	3rd wk Nov		Benguet	MS/LSA/farmers	20	50,000.00	
Staff Development for ATI-CAR Staff Sem2	Dec 21-22	TBD	Benguet	Staff (Regular & COS)	40	to be sourced	
<b>PROGRAM MONITORING &amp; FIELD VALIDATIONS</b>							
Re-entry Plan Follo-wup; Field Monitoring; Virtual/Desk Monitoring	Mar, May, Jul, Sep, Nov	Abra, Apayao, Baguio, Benguet, Ifugao, Kalinga, Mt. Prov	Abra, Apayao, Baguio, Benguet, Ifugao, Kalinga, Mt. Prov	CDMSS staff	-	50,000.00	
Field Monitoring LSAs/ESPs/CIJAMF/VLSA	March, June, Sept, Dec	Abra, Apayao, Baguio, Benguet, Ifugao, Kalinga, Mt. Prov	Abra, Apayao, Baguio, Benguet, Ifugao, Kalinga, Mt. Prov	PASS staff	-	-	To ride on w/ other official travels
On site validation of LSA/Farm Family/UAMG Applicants for certification	April (1) June (2) July (3) Aug (2) Sept (1)	Abra, Apayao, Baguio, Beng, Ifug, Kal, Mt. Prov.	Abra, Apayao, Baguio, Beng, Ifug, Kal, Mt. Prov.	PASS staff	-	50,000.00	To ride on w/ other official travels
Field Monitoring Activity- RBME, ExPAND, ES-22PPP 1/4	Jul						
Field Monitoring Activity- RBME, ExPAND, ES-22PPP 2/4	Aug	Abra, Apayao, Benguet,	Abra, Apayao, Benguet,	PMEU staff	PMEU staff	69,500.00	

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**SCHEDULE OF ACTIVITIES**  
For Fiscal Year 2023

TRAINING CENTER/DIVISION/UNIT: DA-ATI-RTC-CAR

Activity/ies	Implementation Date	Venue	Coverage Area	Participants		Financial Requirements(in Pesos)	Remarks
				Type	Number		
Field Monitoring Activity- RBME, ExPAND, ES-22PPP 3/4	Sep	Ifugao, Kalinga, Mt. Prov	Ifugao, Kalinga, Mt. Prov				
Field Monitoring Activity- RBME, ExPAND, ES-22PPP 4/4	Nov						
<b>RICE PROGRAM</b>							
Refresher Course for LFTs	Mar 6-10, 2023- Batch 1 Mar 27-31, 2023 Batch 2	Batch 1- ATI CAR Batch 2 -Ifugao, Kalinga, Apayao	B1-Abra, Benguet, Mt. Province B2-Ifugao, Kalinga, Apayao	Farmers	40	700,000.00	(5 days)
RCM Campaigns/Briefings, Batch 1	Mar 14	TBD	RCM areas	Farmers	20	100,000.00	c/o ISS
RCM Campaigns/Briefings, Batch 2	Mar 16	TBD	RCM areas	Farmers	20	100,000.00	c/o ISS
Refresher Course for AEWs, Batch 1	Apr	ATI-RTC-CAR	TBD	AEWs	20	350,000.00	(5 days)
PAFES-Support to PLGUs	Apr 30	ATI-RTC-CAR	Abra, Apayao, Benguet, Ifugao, Kalinga and Mt. Province	LGUs	6	9,600,000.00	
Capacity Enhancement for Farmer Leaders Batch 1	Apr 11-13, 2023	Apayao	Apayao	Farmers	20	250,000.00	
Digitals Farmers Program (DFP 103), Batch 1	Apr 11-12	Abra, Apayao, Benguet Mountain Province	Abra, Apayao, Benguet Mountain Province	Farmers	20	250,000.00	Proposal-based from LGUs graduates
Digitals Farmers Program (DFP 103), Batch 2	Apr 13-14	Abra, Apayao, Benguet Mountain Province	Abra, Apayao, Benguet Mountain Province	Farmers	20	250,000.00	Proposal-based from LGUs graduates
Digitals Farmers Program (DFP 103), Batch 3	Apr 18-19	Abra, Apayao, Benguet Mountain Province	Abra, Apayao, Benguet Mountain Province	Farmers	20	250,000.00	Proposal-based from LGUs graduates
RCM Trainings	Apr 11-13	TBD		AEWs	20	250,000.00	c/o ISS
Capacity Enhancement on the Operations of CFBW	May 09, 2023	ATI CAR/Mt. Prov	Mt. Province	Farmers	20	100,000.00	
Capacity Enhancement on the Operations of CFBW	May 10, 2023	ATI CAR/Mt. Prov	Mt. Province	Farmers	20	100,000.00	
Technical Briefing on Balance Fertilization, Batch 1	May 23	Abra, Apayao, Benguet Mountain Province, Kalinga and Ifugao	Abra, Apayao, Benguet Mountain Province, Kalinga and Ifugao	Farmers	20	100,000.00	c/o ISS
Technical Briefing on Balance Fertilization, Batch 2	May 25	Abra, Apayao, Benguet Mountain Province, Kalinga and Ifugao	Abra, Apayao, Benguet Mountain Province, Kalinga and Ifugao	Farmers	20	100,000.00	c/o ISS
SOA SRA Launching	Jun 8	TBD	All Provinces	Farmers/RBOs	1000 enrollees	546,730.00	c/o ISS
Capacity Enhancement for Farmer Leaders Batch 2	Jun 20-22, 2023	Benguet	Benguet	Farmers	20	250,000.00	
Refresher Course for AEWs, Batch 2	Jul. 10-14, 2023	ATI-RTC-CAR	TBD	AEWs	20	350,000.00	(5 days)
Technical Briefing on Balance Fertilization, Batch 3	Jul 18	Abra, Apayao, Benguet Mountain Province, Kalinga and Ifugao	Abra, Apayao, Benguet Mountain Province, Kalinga and Ifugao	Farmers	20	100,000.00	c/o ISS
Technical Briefing on Balance Fertilization, Batch 4	Jul 20	Abra, Apayao, Benguet Mountain Province, Kalinga and Ifugao	Abra, Apayao, Benguet Mountain Province, Kalinga and Ifugao	Farmers	20	100,000.00	c/o ISS
Digital Farmers Program version II	Jul 25-27	TBD		Farmers	30	400,000.00	c/o ISS
Capacity Enhancement for Farmer Leaders Batch 3	Aug. 15-17, 2023	Abra	Abra	Farmers	20	250,000.00	
Digitals Farmers Program (DFP 103), Batch 4	Aug 8-9	Abra, Apayao, Benguet Mountain Province	Abra, Apayao, Benguet Mountain Province	Farmers	20	250,000.00	c/o ISS
Digitals Farmers Program (DFP 103), Batch 6	Aug 22-23	Abra, Apayao, Benguet Mountain Province	Abra, Apayao, Benguet Mountain Province	Farmers	20	250,000.00	c/o ISS
Refresher Course for AEWs, Batch 3	Sept. 11-15, 2023	ATI-RTC-CAR	TBD	AEWs	20	350,000.00	(5 days)
SOA SRA Launching	Sept 19, Sept 21	TBD	Mt. Province and Ifugao	Farmers/RBOs	1000 graduates	1,953,270.00	
Digitals Farmers Program (DFP 103), Batch 5	Sept 26-27	Abra, Apayao, Benguet Mountain Province	Abra, Apayao, Benguet Mountain Province	Farmers	20	250,000.00	c/o ISS
Capacity Enhancement for Farmer Leaders Batch 4	Oct. 11-13, 2023	Mountain Province Abra	Mountain Province Abra	Farmers	20	250,000.00	
Digital Farmers Program Training (Training on Package of Technologies)	Oct. 10-12	All provinces	All provinces	AEW	25	300,000.00	c/o ISS
Capacity Enhancement for Farmer Leaders Batch 5	Oct. 17-19, 2023	Mountain Province Abra	Mountain Province Abra	Farmers	20	250,000.00	
Technical Briefing on Balance Fertilization, Batch 5	Oct 24	Abra, Apayao, Benguet Mountain Province, Kalinga and Ifugao	Abra, Apayao, Benguet Mountain Province, Kalinga and Ifugao	Farmers	20	100,000.00	c/o ISS
Technical Briefing on Balance Fertilization, Batch 6	Oct 26	Abra, Apayao, Benguet Mountain Province, Kalinga and Ifugao	Abra, Apayao, Benguet Mountain Province, Kalinga and Ifugao	Farmers	20	100,000.00	c/o ISS
Road Shows/Rice Summit/Others (NRAM)	Nov. 20-24, 2023	Apayao/ATI-RTC-CAR	Apayao/ATI-RTC-CAR	Farmers, Others (Rice Consumers and influencers)	20	300,000.00	
<b>PROGRAM MONITORING &amp; FIELD VALIDATIONS</b>							
Program Monitoring & Management	Jun. 30, 2023, Nov. 29, 2023	-	Rice Areas	-	-	100,000.00	
<b>RCEF</b>							
Training on Inbred Rice Seed Production and Certification for Potential Seed Growers (Basic), Batch 1	Mar 13-17	Kalinga and Ifugao	Kalinga and Ifugao	Farmers/Potential Seed Growers	20	450,000.00	
Specialized Training/activities: Training on Integrated Rice Farming System for Farmers with provision of starter kits, Batch 1	Apr 18-20	Kalinga and Ifugao	Kalinga and Ifugao	Farmers	30	450,000.00	
Specialized Training/activities: Training on Integrated Rice Farming System for Farmers with provision of starter kits, Batch 2	May 16-18	Kalinga and Ifugao	Kalinga and Ifugao	Farmers	30	450,000.00	
Specialized Training/activities: Review and Assessment Sem 1	May 30-31, 2023	TBD	Kalinga and Ifugao	LSA Operators, Partner Agencies	10	100,000.00	
Training on Inbred Rice Seed Production and Certification for Potential Seed Growers (Basic), Batch 2	Jul 17-21	Kalinga and Ifugao	Kalinga and Ifugao	Farmers/Potential Seed Growers	20	450,000.00	
TOT on Digital Agriculture Course(DAC)(F2F)	Jul 25-27	TBD	Kalinga and Ifugao	RCEF-LSA Trainers	20	200,000.00	
Specialized Training/activities: Training on Integrated Rice Farming System for Farmers with provision of starter kits, Batch 3	Aug 15 -17	Kalinga and Ifugao	Kalinga and Ifugao	Farmers	30	450,000.00	
Specialized Training/activities: Training on Integrated Rice Farming System for Farmers with provision of starter kits, Batch 4	Sep 5-7	Kalinga and Ifugao	Kalinga and Ifugao	Farmers	30	450,000.00	
Specialized Training/activities: Experiential Learning for RCEF LSA's, Batch 5	Oct 10-12	TBD	Kalinga and Ifugao	LSA Operators	30	450,000.00	
Specialized Training/activities: Review and Assessment Sem 2	Oct. 25-26, 2023	TBD	Kalinga and Ifugao	LSA Operators, Partner Agencies	10	100,000.00	
<b>CORN PROGRAM</b>							
Training of Trainers on SSNM on Cassava	May 16-18	La Trinidad, Benguet	Regionwide	AEWs	20	350,000.00	
Training of Trainers on Farmer Scientist Training Program	Jun 19-23	ATI-RTC-CAR	Regionwide	AEWs	20	250,000.00	
Training of Trainers on Corn Cluster Development	Aug 14-18	La Trinidad, Benguet	Regionwide	AEWs	20	350,000.00	
<b>OA PROGRAM</b>							
TOT on Participatory Guarantee System (PGS) for Core PGS Groups in CAR, Batch 1	Mar 14-24	Bangued, Abra & Luna, Apayao	Bangued, Abra & Luna, Apayao	Organized OA Farmers & AEWs	20	500,000.00	
TOT on Participatory Guarantee System (PGS) for Core PGS Groups in CAR, Batch 2	Jun 6-16	ATI-CAR Aspulan Hall	SOA-PGS Groups/Participants	Organized OA Farmers & AEWs	20	500,000.00	SOA-PGS Groups/Participants


  
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**MAR 23 2023**

SCHEDULE OF ACTIVITIES  
For Fiscal Year 2023

TRAINING CENTER/DIVISION/UNIT: DA-ATI-RTC-CAR

Activity/ies	Implementation Date	Venue	Coverage Area	Participants		Financial Requirements(in Pesos)	Remarks
				Type	Number		
TOT on Participatory Guarantee System (PGS) Group Expansion	Jul 11-21	ATI-CAR Aspulán Hall	Tublay, Ilogon & La Trinidad, Benguet	Organized OA Farmers & AEWs	20	400,000.00	
Training of Trainers on OA Production Technologies with CPD Units	May 9-11	ATI-CAR Aspulán Hall	All provinces	AEWs	20	300,000.00	
OA Month Celebration	Nov 2-30	ATI-CAR Aspulán Hall	To be identified	AEWs/General Audiences	30	150,000.00	
Information Caravan	Feb 8-9	ATI CAR, Damuhan Hall	To be identified	AEWs/Farmers	20	100,000.00	
NOAC Participation	3-4 wk Nov	TBD	-	ATI-CAR staff	2	40,000.00	
Monitorings of OA Scholars	Jun, Sep, Nov	TBD	TBD	OA Scholars	2	125,000.00	
<b>HVCD PROGRAM</b>							
Trainings to Capacitate AEWs in Support to GAP, ICS, FS, CC, PH Practices, QGIS, Other Skills: <b>4-5 days</b>	B1: Apr B2: May B3: Jun B4: Jul B5: Sep	TBD	B1: Kalinga B2: Apayao B3: Baguio & Benguet B4: Ifugao B5: Mt. Prov	AEWs	150	1,750,000.00	- based on TNS 1st and final consultation with stakeholders (to cater POTS of RFOs)
Specialized/Technology Updates/Refresher Trainings on GAP, Urban garden, GAP-ICS and Food Safety for Crop Production, Processing and Utilization of Various High Value Crops for AEWs - 3 days	B1: March 2023 B2: July 2023 B3: Aug 2023	TBD	B1: Apayao & Kalinga B2: Benguet & Mt. Prov B3: Ifugao & Abra	AEWs	90	660,000.00	- based on their TNS or requests submitted/CPAFEP identified Trainings
Technology updates/Specialized/Refresher Trainings for <b>Organized groups</b> under cluster areas - <b>3 days</b>	B1: Sept 2023 B2: Oct 2023	TBD	B1: Benguet/Abra/Mt. Prov, B2: Kalinga/ Apayao/ Ifugao	Farmer Leaders	60	440,000.00	- based on TNS or requests
HVCDP Planning workshop/consultations	Feb	TBD	All Focals: Abra, Apayao, Beng, Ifug, Kal, Mt. Prov	AEWs, Stakeholder	30	100,000.00	For Feb, presentation of interventions to partner AEWs & For Nov, Finalization of 2024 and Planning for 2025
<b>NUPA PROGRAM</b>							
Capability Building in Support to Community Garden Establishment ( <b>30 Batches</b> )	March ( <b>5 batches</b> ) April ( <b>3 batches</b> ) May ( <b>5 batches</b> ) June ( <b>2 batches</b> ) July ( <b>5 batches</b> ) August ( <b>5 batches</b> ) September ( <b>5 batches</b> )	TBD	TBD	Farmers/Others	750	300,000	25 participants per batch - Module on Urban Gardening
Provision of UA Starter Kits	May & Jun	TBD	TBD	Farmer & Others	800	240,000	
Monitorings of HVCD Programs/projects	March, June, Sept, Dec	TBD	TBD	-	-	100,000.00	
<b>LIVESTOCK PROGRAM</b>							
Basic Meat Inspection Course	Mar 13-Apr 7		Abra, Apayao, Benguet, Ifugao, Kalinga, Mt. Province, Baguio City	AEWs	20	900,000.00	TMTs and RPs @ ATI-CAR
Pig Farming as an Enterprise, Batch 1-3	Mar 21-23		Benguet and Mt. Province	Farmers	20	200,000.00	
	Apr 25-27		Ifugao and Kalinga	Farmers	20	200,000.00	
	May 9-11		Apayao and Abra	Farmers	20	200,000.00	
Feednovation: A showcase of Alternative Feedstuff	May 22-26		Abra, Apayao, Benguet, Ifugao, Kalinga, Mt. Province	AEWs	20	200,000.00	
Training on Rabbitry Production and enterprise development	Jun 19-23		Abra, Apayao, Benguet, Ifugao, Kalinga, Mt. Province	AEWs	20	350,000.00	
Entrepreneurship and Organizational Development Training for INSPIRE Beneficiaries	Jul 18-20 and Ju 25-27		Abra, Apayao, Benguet, Ifugao, Kalinga, Mt. Province	Farmers	40	300,000.00	
	Aug 15-17		Abra, Apayao, Benguet, Ifugao, Kalinga, Mt. Province	Farmers	20	300,000.00	
Bantay ASF sa Barangay: "Training on Specimen Collection for Barangay Biosecurity Officers"	March		Abra, Apayao, Benguet, Ifugao, Kalinga, Mt. Province	Others	20	200,000.00	
TOT on Large Ruminant AI	Sep 18-22		Abra, Apayao, Benguet, Ifugao, Kalinga, Mt. Province	AEWs	20	350,000.00	
Training on Feed Milling	Oct 16-20		Ifugao	Farmers	20	2,050,000.00	
Adopt a Farm Youth to Livestock LSAs	Oct -Nov 10	Benguet	Benguet	Others (youth)	5	200,000.00	
Livestock Program Regional Consultation	Feb	TBD	Abra, Apayao, Benguet, Ifugao, Kalinga, Mt. Province, Baguio City	AEWs	30	100,000.00	
Program monitoring and evaluation	Feb, Apr, Aug, Nov	Abra, Apayao, Benguet, Ifugao, Kalinga, Mt. Province, Baguio City	Abra, Apayao, Benguet, Ifugao, Kalinga, Mt. Province, Baguio City	-	4	400,000.00	
<b>Total</b>						<b>41,415,354</b>	

Prepared by:

  
VILMA L. LUMBAS  
Planning Officer

Approved by:

  
CHARLIE C. SAGUDAN  
OIC-Center Director



## AGRICULTURAL TRAINING INSTITUTE

## SCHEDULE OF MUST HAVE ACTIVITIES

For Fiscal Year 2023

TRAINING CENTER/DIVISION/UNIT: DA-ATI-RTC-CAR

Activity/ies	Implementation Date	Venue	Coverage Area	Participants		Financial Requirements (in Pesos)	Remarks
				Type	Number		
<b>SEM 1</b>							
ATI-RTC-CAR CY 2023 Year Start Inhouse Planning Activity	Jan 18-19	Aspulan, ATI-CAR	Benguet	Staff/JOs	40	100,000.00	2 days
Clean and Green Project: Climate Change Mitigation Sem1	Jan 20	ATI-CAR, BSU Compound, La Trinidad, Benguet	-	Staff (Regular & COS)	40	46,000.00	
2023 ATI Anniversary Celebration	Jan 31	ATI-CAR, BSU Compound, La Trinidad, Benguet	-	ATI Staff, representative from BSU, DA etc.	100	168,204.00	
IQA Activity Sem 1	Feb 2-3	ATI-CAR	-	ATI Staff	45	50,250.00	
ATI-CAR 13th Management and Performance Review for Sem1	Feb 13-15	ATI-CAR	Regional	Staff/JOs	40	300,000.00	4 days
GAD Learning Session (for ATI Staff)	Feb 28-Mar 1	ATI-CAR, Aspulan Hall	Regionwide	ATI Staff	30	200,000.00	
Staff Development for ATI-CAR Staff Sem1	May 4-5	TBD	Benguet	Staff (Regular & COS)	40	to be sourced	
<b>SEM 2</b>							
Tree Planting: Climate Change Mitigation	Jul 7	BABRC, Baguio City	-	Staff (Regular & COS)	45	112,150.00	
Clean and Green Project: Climate Change Mitigation Sem2	Aug 4	ATI-CAR, BSU Compound, La Trinidad, Benguet	-	Staff (Regular & COS)	40	34,000.00	
ATI-RTC-CAR CY 2023 Sem 2 Inhouse Planning Activity for FY2024	Sep 4-5	ATI-CAR, Aspulan Hall	Benguet	Staff/JOs	40	100,000.00	2 days
IQA Activity Sem 2	Sep 11-12	ATI-CAR	-	ATI Staff	45	100,250.00	cost is inclusive of 3rd Party Audit
ATI-CAR 14th Management and Performance Review for Sem2	Sep 26-29	ATI-CAR, Aspulan Hall	Regional	Staff/JOs	40	200,000.00	4 days
Staff Development for ATI-CAR Staff Sem2	Dec 21-22	TBD	Benguet	Staff (Regular & COS)	40	to be sourced	

**ManCom and Regular Staff Meeting Schedule  
CY 2023**

Month	Mancom Meeting	Regular Staff Meeting
January	Jan.16-17 (PRAISE Committee Meeting)	None, but matters will be discussed during the Year Start
Februa	None, matters will be discussed	
March	March 6	
April	April 3	April 4
May	May 3 Scheduled first week to synchronize	
June	June 5	
July	July 3	July 4
August	August 7	
Septe	September 4	
Octobe	October 9	October 10
Novem	November 6	
Decem	December 11	

