

**ITMS MASTER TRAINING ACTION PLAN CY 2021**

Competency Training	NR	TITLE OF COURSES/SEMINARS	Number of Days	No. of Pax/Class	Frequency	Tentative Schedule
Administrative	1	Computer Hardware Maintenance and Troubleshooting Course (CHMTC)	14	30	1	Feb 16 - Mar 8
	2	PNP Basic Data Communication and Networking Course	24	30	1	Jun 22 - Jul 23
	3	Multi-Media Course	24	30	2	Apr 6 - May 10 (2nd Qtr)
			24	30		Aug 31 - Oct 1 (3rd Qtr)
	4	Webpage Development Course	14	30	1	May 29 - Jun 11
	5	Computer Programming Course	24	30	1	Apr 6 - May 10
Mandatory	6	PNP Basic Computer Essentials Course	14	30	4	Feb 2 - 19 (1st Qtr)
			14	30		May 25 - Jun 11 (2nd Qtr)
			14	30		Aug 3 - 20 (3rd Qtr)
			14	30		Nov 9 - 26 (4th Qtr)
	7	PNP Standards Handgun Marksmanship Training (Phase 1,2,3)	1	50	3	2nd, 3rd & 4th Qtr

**Note:** Schedules are subject to changes.