



CSC DOS WEB APP

COURSE TITLE : Supervisory Development Course Track 2 & 3

TRAINING DATE : May 19, 2025 to May 23, 2025

TOTAL TRAINING HOURS : 40

TRAINING VENUE : TBA (within Tuguegarao City, Cagayan)

TRAINING FEE : 14000

COURSE DESCRIPTION :

Dear **Valued Registrant:**

Thank you for expressing your interest in joining our Learning and Development Program.

Should you have any questions or require additional assistance, please do not hesitate to reach out to us through our contact details below.

CSC RO II Training Team

COURSE DETAILS

Course Title: Supervisory Development Course Tracks 2 & 3 (SDC 2&3)

Date: May 19-23, 2025

Course Requirement: Must have completed SDC Track I

Mode of Delivery: Onsite

Brief Course Description

This course is designed to continuously develop the supervisor as the best decision-maker, problem-solver and counselor to their direct reports and define the job competencies of a good leader.

Target Audience: (SG 18 above) Emerging leaders and supervisors or not lower than SG 15 if acting as supervisor.

Course requirement: Must have completed SDC I training

For inquiries or any concerns, you may contact us at CP No. 09543655151 or email us at cscreg2training@gmail.com.

Payment of registration fee should be done at least five (5) days before the schedule of the training. Payment can be made through:

1. Cash paid in the CSC Regional Office No. 2 or any of its Field Offices

2. Bank deposit or Fund Transfer (through any e-payment facility) to the CSCRO II Landbank of the Philippines (LBP) Account

Account Name: *Civil Service Commission*

Account No. *0122-1001-89*

Account Branch: *Land Bank Tuguegarao*

IMPORTANT NOTE: The electronic copy of Proof of Payment (Official Receipt/Deposit Slip/Fund Transfer, etc.) and the electronic copy of SDC Track 1 certificate should be uploaded through this link: <http://bit.ly/4gErExy>.

Please note that only proof of payments uploaded through the above link will be processed for the issuance of official receipt. Any proof of payment sent to any of CSC RO II emails will not be processed.

For inquiries or any concerns, you may contact 0954 365 5151 or email us at cscreg2training@gmail.com or ro02.hrd@csc.gov.ph

Information Collection And Use:

The Civil Service Commission follows all legal requirements to protect your data and privacy. We collect several types of information for various purposes to provide and improve our services. We may ask you to provide us with certain personally identifiable information that can be used to contact or identify you, or for data processing for the purpose of activity-organizing, record keeping, and archiving.