Training Calendar

DEPARTMENT OF ADMINISTRATION
HUMAN RESOURCES DIVISION
TRAINING & DEVELOPMENT BRANCH
P.O. BOX 884 * HAGATNA, GUAM 96932
Contact: Patrick Artero TEL: 671-475-1294 * FAX: 671-477-3671
To Register for Training Email: patrickcalvoartero@gmail.com

MAY 2015

Sun	*Mon*	*Tue*	*Wed*	*Thu*	*Fri*	*Sat*
					1	2
3	4	5	6	7 DOA ACCOUNTS FIXED ASSETS 8am-12pm	8 CUSTOMER SERVICE TRAINING 8am-5pm	9
10	11	12 SEXUAL HARASSMENT AWARENESS & SENSITIVITY TRAINING 8am-12pm	13 SMOKING CESSATION 9am-12pm	14 TIME MANAGEMENT TRAINING 8am-12pm	15 SafeTALK: Suicide Alertness Register by emai: audrey.topasna@ mail.dmhsa.guam.gov 8am-1pm	16
17	18	19 SEXUAL HARASSMENT AWARENESS & SENSITIVITY TRAINING 8am-12pm	20 SMOKING CESSATION 9am-12pm	21	22	23
24 / 31	25 MEMORIAL DAY HOLIDAY	26	27 SMOKING CESSATION 9am-12pm	28	29 DOMESTIC VIOLENCE AWARENESS 8AM-12PM	30

DOA Accounts, Polices & Procedures 8:00am—5:00pm

EMPLOYEE GRIEVANCE & ADVERSE ACTION 8:00am—5:00pm

FY'15

3rd QUARTER