

Training Calendar

DEPARTMENT OF ADMINISTRATION
HUMAN RESOURCES DIVISION
TRAINING & DEVELOPMENT BRANCH

Contact: R. Patrick Artero Tel: (671) 475-1294

Email: raymondpatrick.artero@doa.guam

Contact: Pacita Uncangco TEL: 671-475-1138

Email: pacita.uncangco@doa.guam.gov

REGISTER by contacting your Department's H.R. Liaison Officer to register for DOA Trainings

OCTOBER 2024

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**MVR & FPC
Compliance via
Zoom /Email
roberta.castro
@doa.guam.gov**

**CUSTOMER
SERVICE
TRAINING
9am-12pm
ITC Bldg. 2nd
Floor**

**ADDRESSING
GRIEF & LOSS
IN THE
WORKPLACE
9am-12pm
ITC Bldg. 2nd Floor**

**"USERRA"
Training
9am-11am
ITC Bldg.
2nd Floor**

**Motor Vehicle
Registration
(MVR) Program &
the Fuel Purchase
Card (FPC)
Program
Compliance
Training via
Zoom / Email
roberta.castro
@doa.guam.gov
For QR Code to
Register for
event.**

**WORK PLANNING &
PERFORMANCE
EVALUATION
(Supervisors Only)
9:00 am-4:00 pm
ITC Bldg. 2nd Floor**

FY'25

1st QUARTER

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NOVEMBER 2024

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1 All Souls Day GovGuam Holiday	2
3	4	5	6	7	8	9
10	11 Veterans Day GovGuam Holiday	12	13	14	15	16
17	18	19	20 ADDRESSING GRIEF & LOSS IN THE WORKPLACE 9am-12pm ITC Bldg. 2nd Floor	21 "USERRA" Training 9am-11am ITC Bldg. 2nd Floor-	22 CUSTOMER SERVICE TRAINING 9am-12pm ITC Bldg. 2nd Floor	23
24	25	26	27 ADVERSE ACTION PROCEDURES (Supervisors Only) 9am-4pm ITC Bldg. 2nd Floor	28 HAPPY THANKSGIVING GovGuam Holiday	29	30

FY'25

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DECEMBER 2024

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2	3	4	5	6	7
8	9 Our Lady of Camarin Day GovGuam Holiday	10	11 CUSTOMER SERVICE TRAINING 9am-12pm ITC Bldg. 2nd Floor	12 ADDRESSING GRIEF & LOSS IN THE WORKPLACE 9am-12pm ITC Bldg. 2nd Floor	13	14
15	16	17	18 "USERRA" Training 9am-11am ITC Bldg. 2nd Floor	19 HANDLING EMPLOYEE GRIEVANCE 9am-4pm ITC Bldg. 2nd Floor	20	21
22	23	24	25 MERRY CHRISTMAS GOVGUAM HOLIDAY	26	27	28
29	30	31				

FY'25

1st QUARTER