**Administrative Staff Program for Institutional Resiliency and Excellence (ASPIRE) Program Batches 4.0 and 5.0**

**Training Schedules**

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|  | **Day 1 (M)** | **Day 2 (W)** | **Day 3 (M)** | **Day 4 (W)** | **Day 5 (W)** | **Day 6 (F)** | **Day 7 (M)** | **Day 8 (W)** | **Day 9 (M)** | **Day 10 (M)** | **Day 11 (W/F)** |
| **Activity**  **(Lecture)** | Opening Ceremonies  Overview and Objectives of ASPIRE Program  Quality Management System: An Introduction  Process Flow Charts | Philippine Quality Award Framework and Criteria  PQA Case Study Overview |  |  | Process Analysis  The Journey of UP NEC towards PQA |  |  | Customer Feedback  Consultation and Dialogue with External Stakeholders |  |  | Closing and Graduation Program  Awarding of Certificates and Special Citations |
| **Activity**  **(Preparation)** | Start of Preparation for Assignment No. 1: Process Flow Charts of Key Tasks and Transactions in the University | Start of Preparation for Assignment No. 2: PQA Case Study |  |  | Start of Preparation for Assignment No. 3: Improved Process Flow Charts |  |  |  |  |  |  |
| **Activity (Submission)** |  |  | Submission of Assignment No. 1 Process Flow Charts |  |  | Submission of PQA Case Study (Assignment No. 2) |  |  | Submission of Assignment No. 3: Improved Process Flow Charts |  |  |
| **Activity (Workshop-Presentation)** |  |  |  | Presentation of Assignment No. 1 Process Flow Charts and Group |  |  | Presentation of Assignment No. 2: PQA Case Study Findings and Recommendations |  |  | Presentation of Assignment No. 3: Improved Process Flow Charts |  |
| **Resource Persons** | Dr. Aura C. Matias  Prof. Adeline A. Pacia | Engr. Vito P. Aberin |  | Prof. Adeline A. Pacia  Prof. Benette P. Custodio | Prof. Adeline A. Pacia  Prof. Benette P. Custodio |  | Engr. Vito P. Aberin | Dr. Aura C. Matias |  | Dr. Aura C. Matias  Prof. Adeline A. Pacia  Engr. Vito P. Aberin  Prof. Benette P. Custodio | Dr. Aura C. Matias  Prof. Adeline A. Pacia  Engr. Vito P. Aberin  Prof. Benette P. Custodio |
| **Training Dates**  **Batch 4.0** | 1 March 2021 | 3 March 2021 | 8 March 2021 | 15 March 2021 | 17 March 2021 | 19 March 2021 | 22 March 2021 | 24 March 2021 | 12 April 2021 | 19 April 2021 | 30 April 2021 |
| **Training Dates**  **Batch 5.0** | 3 May 2021 | 5 May 2021 | 10 May 2021 | 17 May 2021 | 19 May 2021 | 21 May 2021 | 24 May 2021 | 26 May 2021 | 14 June 2021 | 21 June 2021 | 30 June 2021 |