
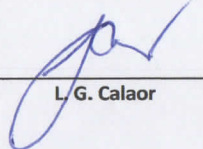



**ADMINISTRATIVE SERVICES DEPARTMENT
PERSONNEL SERVICES DIVISION
2016 PLANS AND PROGRAMS**

PROGRAM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
IN-HOUSE PROGRAMS												
1 HR Orientation	HO	26										
	Park		15									
2 Competency Framework*												
3 Minute Takers' Training- Workshop	B1 B2			1 5								
4 QMS 101 - 102								1 - 2				
5 QMS 103								9-11				
6 QMS 104										3-6		
7 QMS 105										(24 - 25) 27 - 28		
8 QMS General Orientation												2
9 Leadership Program**												
10 Update on RA 9184**												
11 New Employee Orientation												
Year-Round												
CORPORATE ACTIVITIES												
1 Kids Summer Program												
1.1 Kidzania (4-14 yrs old)					11							
1.2 Swim Class				Apr 25 - May 6								
3 CSC Anniversary - Fun Run									3			
4 Sports & Wellness												
2 5.1 Photography Class							5, 7, 12					
5.2 Flower Arrangement										27		
5.3 Bowling Tournament											17	
5 PNOG Anniverary											9	
6 DOE: National Energy Consciousness Month (Sports Tournament)												
7 PNOG Christmas Program												16
8 Children's Christmas Party												20

- target schedule
 - change/additional schedule or program
 * - postponed subject to procurement of consultant
 ** deferred to 1st quarter of 2017 to give priority to the PNOG reorganization activities and preparation for ISO certification

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