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| **TRAINING PLAN FOR DATA CONTROLLER III, BATCH #8** |

Objective:

*This training plan is designed to obtain the following objectives:*

* To provide trainees with a general overview of the DOTC-MRT3 Operation System and operational philosophy.

* To provide trainees with a comprehensive knowledge on the DOTC-MRT3 Rules and Regulations being applied on the system stressing on its work application.

* To provide trainees with the necessary information/knowledge to perform the specific duties and responsibilities of a Data Controller.

* To provide trainees of the general overview of the AFC Center and Station facilities including the duties and responsibilities of its personnel.

* To provide trainees with a comprehensive knowledge in the operation of the AFC Equipment

* particularly the Encoder/Sorter Machine

* in accordance to the safety rules and procedures.

No. of Trainees:

*For this training, 1 participants will be attending the course.*

Inclusive Dates:

*This training shall be conducted from January 16 to January 30, 2012.*

Course Outline:

*This course shall be conducted in accordance with the following outline:*

Training Schedule:

*The tentative schedule of activities shall be based on the following, subject to change depending on the training outcome:*

Materials & Facilities:

*The following are the training materials / modules and facilities necessary for this training course:*

Facilitators:

*The Support Staff shall conduct this training facilitated by Supervising TDO Luis, Jr. Saman and Senior TDO Graziela Santos with the assistance of Ms. Aida D. Deveraturda.*