



**Central Philippine University**  
Jaro, Iloilo City, Philippines  
**HUMAN RESOURCE DEVELOPMENT OFFICE**

Tel. No.: 63 33 3291971 loc 1035, 63 33 3296053

**TRAINING NEEDS FORM**

Unit/Department: \_\_\_\_\_

Competency that needs improvement	Trainings Needed	Target Participants	Suggested Date	Budget

Requested by: \_\_\_\_\_  
Name of Unit Head

Endorsed for Approval: \_\_\_\_\_  
Name of Dean

Approved: \_\_\_\_\_  
VP Concerned