

Relevant Information on Pru Life UK's Training and Development Programmes for the Year 2018

PART I: SUMMARY

Ranks	Average Training Hours	Equivalent Number of Days
VP and up	22.8 hours	2.8 days
AM to AVP	42.5 hours	5.3 days
Staff to Supervisor	44.8 hours	5.6 days

PART II: INTERNAL TRAININGS

1. Statutory Trainings

a. Hepatitis B Awareness & Prevention

Dates Held:	June 18
Number of Hours:	2 hours
Number of Employees Eligible/Required to Join:	Not Applicable
Number of Employees who attended:	11
- Number of VP and up:	0
- Number of AM to AVP:	0
- Number of Staff to Supervisor:	11

b. Sexually Transmitted Disease (STD)/Human Immunodeficiency Virus (HIV)-Acquired Immune Deficiency Syndrome (AIDS) in the Workplace

Date Held:	Nov. 12
Number of Hours:	2 hours
Number of Employees Eligible/Required to Join:	Not Applicable
Number of Employees who attended:	19
- Number of VP and up:	0
- Number of AM to AVP:	0
- Number of Staff to Supervisor:	19

c. Drug Free Workplace

Date Held:	June 18
Number of Hours:	2 hours
Number of Employees Eligible/Required to Join:	Not Applicable
Number of Employees who attended:	11
- Number of VP and up:	0
- Number of AM to AVP:	0
- Number of Staff to Supervisor:	11

d. Tuberculosis Prevention and Control

Date Held:	June 18
Number of Hours:	2 hours
Number of Employees Eligible/Required to Join:	Not Applicable
Number of Employees who attended:	11
- Number of VP and up:	0
- Number of AM to AVP:	0
- Number of Staff to Supervisor:	11

e. First Aid and Basic Life Support Training

Dates Held:	Nov. 15-16
Number of Hours:	16 hours
Number of Employees Eligible/Required to Join:	Not Applicable
Number of Employees who attended:	7
- Number of VP and up:	0
- Number of AM to AVP:	0
- Number of Staff to Supervisor:	7

2. Annual Compliance Refresher Training (Computer Based Training)

a. Regional Compliance Standards

Dates Held:	Aug. 15- Sep. 15
Number of Hours:	Not Applicable
Number of Employees Eligible/Required to Join:	655
Number of Employees who attended:	651
- Number of VP and up:	28
- Number of AM to AVP:	186
- Number of Staff to Supervisor:	437

b. Speak Out

Dates Held:	Aug. 15- Sep. 15
Number of Hours:	Not Applicable
Number of Employees Eligible/Required to Join:	654
Number of Employees who attended:	647
- Number of VP and up:	28
- Number of AM to AVP:	184
- Number of Staff to Supervisor:	435

c. Corporate Governance Manual

Dates Held:	Oct. 6 – Nov. 3
Number of Hours:	Not Applicable
Number of Employees Eligible/Required to Join:	619
Number of Employees who attended:	619
- Number of VP and up:	29
- Number of AM to AVP:	181
- Number of Staff to Supervisor:	409

d. Anti-Money Laundering and Counter-Terrorist Financing

Dates Held:	Sep. 15- Oct. 12
Number of Hours:	Not Applicable
Number of Employees Eligible/Required to Join:	650
Number of Employees who attended:	648
- Number of VP and up:	28
- Number of AM to AVP:	186
- Number of Staff to Supervisor:	434

e. Corporate Governance and Corporate Governance Manual

Dates Held:	Sep. 15- Oct. 12
Number of Hours:	Not Applicable
Number of Employees Eligible/Required to Join:	650
Number of Employees who attended:	645
- Number of VP and up:	28
- Number of AM to AVP:	187
- Number of Staff to Supervisor:	430

f. Inside Information Policy and Information Barriers Policy

Dates Held:	Sep. 15- Oct. 12
Number of Hours:	Not Applicable
Number of Employees Eligible/Required to Join:	665
Number of Employees who attended:	620
- Number of VP and up:	33
- Number of AM to AVP:	181
- Number of Staff to Supervisor:	406

g. Anti-Bribery and Corruption

Dates Held:	Oct. 12 – Nov. 9
Number of Hours:	Not Applicable
Number of Employees Eligible/Required to Join:	649
Number of Employees who attended:	645
- Number of VP and up:	28
- Number of AM to AVP:	187
- Number of Staff to Supervisor:	430

h. Conflicts of Interest

Dates Held:	Oct. 12 – Nov. 9
Number of Hours:	Not Applicable
Number of Employees Eligible/Required to Join:	648
Number of Employees who attended:	641
- Number of VP and up:	28
- Number of AM to AVP:	187
- Number of Staff to Supervisor:	426

i. Fraud Prevention and Awareness

Dates Held:	Oct. 12 – Nov. 9
Number of Hours:	Not Applicable
Number of Employees Eligible/Required to Join:	649
Number of Employees who attended:	642
- Number of VP and up:	28
- Number of AM to AVP:	187
- Number of Staff to Supervisor:	427

j. PCA Competition Law Policy

Dates Held:	Oct. 12 – Nov. 9
Number of Hours:	Not Applicable
Number of Employees Eligible/Required to Join:	699
Number of Employees who attended:	618
- Number of VP and up:	29
- Number of AM to AVP:	181
- Number of Staff to Supervisor:	408

3. Technical

a. Achieving Trainer Excellence

Dates Held:	Mar. 5-7 and Apr. 10-12
Number of Hours:	24 hours per session, 48 hours total
Number of Employees Eligible/Required to Join:	Not a required course
Number of Employees who attended:	18
- Number of VP and up:	0
- Number of AM to AVP:	3
- Number of Staff to Supervisor:	15

b. Advanced Microsoft Excel

Dates Held:	Mar 22-23 and Sep 13-14
Number of Hours:	16 hours per session, 32 hours in total
Number of Employees Eligible/Required to Join:	Not a required course
Number of Employees who attended:	33
- Number of VP and up:	0
- Number of AM to AVP:	0
- Number of Staff to Supervisor:	33

c. Data Storytelling for Business

Dates Held:	Oct. 18-19
Number of Hours:	16 hours per session, 16 hours in total
Number of Employees Eligible/Required to Join:	Not a required course
Number of Employees who attended:	26
- Number of VP and up:	1
- Number of AM to AVP:	4
- Number of Staff to Supervisor:	21

4. Business Communications

a. Business Communications I: Foundations of Business English

Dates Held:	Aug. 9 and Nov. 14
Number of Hours:	8 hours per session, 16 hours in total
Number of Employees Eligible/Required to Join:	Not Applicable
Number of Employees who attended:	38
- Number of VP and up:	0
- Number of AM to AVP:	1
- Number of Staff to Supervisor:	37

b. Business Communications IIA: Effective Business Writing

Dates Held:	Jun. 26-27
Number of Hours:	16 hours per session, 16 hours in total
Number of Employees Eligible/Required to Join:	Not Applicable
Number of Employees who attended:	13
- Number of VP and up:	0
- Number of AM to AVP:	0
- Number of Staff to Supervisor:	13

c. Business Communications IIB: Delivering High Impact Presentations

Dates Held:	May 23-24 and Nov. 8-9
Number of Hours:	16 hours per session, 32 hours in total
Number of Employees Eligible/Required to Join:	Not Applicable
Number of Employees who attended:	27
- Number of VP and up:	0
- Number of AM to AVP:	3
- Number of Staff to Supervisor:	24

5. Personal Effectiveness

a. Harnessing the Power of EQ in Employee Engagement

Dates Held:	Feb. 15, Apr. 23, Jul. 17, Oct. 26
Number of Hours:	8 hours per session, 32 hours total
Number of Employees Eligible/Required to Join:	368
Number of Employees who attended:	76
- Number of VP and up:	0
- Number of AM to AVP:	0
- Number of Staff to Supervisor:	76

b. Harnessing the Power of Emotional Intelligence in Leadership

Dates Held:	Feb. 19, Sep. 24, Oct. 4,
Number of Hours:	8 hours per session, 24 hours total
Number of Employees Eligible/Required to Join:	140
Number of Employees who attended:	59
- Number of VP and up:	3
- Number of AM to AVP:	47
- Number of Staff to Supervisor:	9

c. 7 Habits of Highly Effective People

Dates Held:	Feb. 21-23, Apr. 18-20, Apr 24-26, May 16-18, Jul. 24-26, Aug. 8-10, Sep. 11-13, and Oct. 10-12
Number of Hours:	24 hours per session, 192 hours in total
Number of Employees Eligible/Required to Join:	413
Number of Employees who attended:	149
- Number of VP and up:	2
- Number of AM to AVP:	33
- Number of Staff to Supervisor:	114

d. Discovery: Knowing Your Strengths

Dates Held:	Mar. 14, May 23, Sep. 21
Number of Hours:	8 hours per session, 24 hours in total
Number of Employees Eligible/Required to Join:	464
Number of Employees who attended:	56
- Number of VP and up:	0
- Number of AM to AVP:	0
- Number of Staff to Supervisor:	56

e. Generations in the Workplace: Leveraging Age Diversity

Dates Held:	Mar. 21, May 23, Aug. 24, Oct. 10
Number of Hours:	4.5 hours per session, 18 hours in total
Number of Employees Eligible/Required to Join:	611
Number of Employees who attended:	72
- Number of VP and up:	2
- Number of AM to AVP:	14
- Number of Staff to Supervisor:	56

f. This or That (Making High Quality Decisions)

Dates Held:	Jun. 22, Sep. 18
Number of Hours:	8 hours per session, 16 hours in total
Number of Employees Eligible/Required to Join:	464
Number of Employees who attended:	40
- Number of VP and up:	0
- Number of AM to AVP:	0
- Number of Staff to Supervisor:	40

g. Embracing Transformation (Fostering Innovation)

Dates Held:	Apr. 10, Sep. 10
Number of Hours:	8 hours per session, 16 hours in total
Number of Employees Eligible/Required to Join:	464
Number of Employees who attended:	34
- Number of VP and up:	0
- Number of AM to AVP:	0
- Number of Staff to Supervisor:	34

6. Team Effectiveness

a. Creating Connections (Commitment & Accountability @ work)

Dates Held:	Jul. 12-13, Sep. 20-21
Number of Hours:	16 hours per session, 32 hours total
Number of Employees Eligible/Required to Join:	611
Number of Employees who attended:	40
- Number of VP and up:	0
- Number of AM to AVP:	0
- Number of Staff to Supervisor:	40

7. New People Manager

a. Managing at Pru

Dates Held:	Feb. 19-21, May 8-10
Number of Hours:	20 hours per session, 40 hours in total
Number of Employees Eligible/Required to Join:	Not Applicable
Number of Employees who attended:	21
- Number of VP and up:	0
- Number of AM to AVP:	14
- Number of Staff to Supervisor:	7

8. Manager and Leader Series

a. Fostering Innovation

Dates Held:	Jun. 19, Oct. 11
Number of Hours:	8 hours per session, 16 hours in total
Number of Employees Eligible/Required to Join:	105
Number of Employees who attended:	39
- Number of VP and up:	0
- Number of AM to AVP:	39
- Number of Staff to Supervisor:	

b. Making High Quality Decisions

Dates Held:	Jun. 20, Oct. 12
Number of Hours:	8 hours per session, 16 hours in total
Number of Employees Eligible/Required to Join:	100
Number of Employees who attended:	34
- Number of VP and up:	0
- Number of AM to AVP:	34
- Number of Staff to Supervisor:	0

c. Discovery: Knowing Your Strengths / 4 Disciplines of High Performance Leaders

Dates Held:	Mar. 20-22, Sep. 17-19
Number of Hours:	20 hours per session, 40 hours in total
Number of Employees Eligible/Required to Join:	159
Number of Employees who attended:	39
- Number of VP and up:	0
- Number of AM to AVP:	39
- Number of Staff to Supervisor:	0

d. Instilling a Culture of Innovation

Dates Held:	Apr. 18
Number of Hours:	8 hours per session, 8 hours in total
Number of Employees Eligible/Required to Join:	Not Applicable
Number of Employees who attended:	10
- Number of VP and up:	3
- Number of AM to AVP:	7
- Number of Staff to Supervisor:	0

e. Leadership Greatness

Dates Held:	Oct. 9-11
Number of Hours:	24 hours per session, 24 hours in total
Number of Employees Eligible/Required to Join:	71
Number of Employees who attended:	18
- Number of VP and up:	3
- Number of AM to AVP:	15
- Number of Staff to Supervisor:	0

f. Managing the Performance of Others

Dates Held:	Jul. 12-13
Number of Hours:	16 hours per session, 16 hours in total
Number of Employees Eligible/Required to Join:	230
Number of Employees who attended:	19
- Number of VP and up:	0
- Number of AM to AVP:	19
- Number of Staff to Supervisor:	0

g. Coaching for Success

Dates Held:	Jun 19-20, Jul. 17-18
Number of Hours:	16 hours per session, 32 hours in total
Number of Employees Eligible/Required to Join:	25
Number of Employees who attended:	21
- Number of VP and up:	5
- Number of AM to AVP:	16
- Number of Staff to Supervisor:	0