Relevant Information on Pru Life UK's Training and Development Programmes for the Year 2019

Part 1. SUMMARY

Ranks	Average Training Hours	Equivalent Number of Days
VP and up	6.40	0.80
AM to AVP	29.61	3.70
Staff to Supervisor	21.58	2.70

Part 2. INTERNAL TRAININGS

1. *Statutory Trainings*

a. Hepatitis B Awareness and Prevention

Date Held	October 22, 2019
Number of hours	2 hours
Number of employees eligible/ required to join	Open to all PLUK employees
Number of employees who attended	24
VP and up	1
AM to AVP	4
Staff to Supervisor	19

b. Sexually Transmitted Diseases/HIV

Date Held	October 22, 2019
Number of hours	2 hours
Number of employees eligible/ required to join	Open to all PLUK employees
Number of employees who attended	24
VP and up	1
AM to AVP	4
Staff to Supervisor	19

c. Drug Free Workplace

Date Held	October 22, 2019
Number of hours	2 hours
Number of employees eligible/ required to join	Open to all PLUK employees
Number of employees who attended	24
VP and up	1
AM to AVP	4
Staff to Supervisor	19

d. Tuberculosis

Date Held	October 22, 2019
Number of hours	2 hours
Number of employees eligible/ required to join	Open to all PLUK employees
Number of employees who attended	24
VP and up	1
AM to AVP	4
Staff to Supervisor	19

e. First Aid

Date Held	March 18-19, 2019
Number of hours	48 hours
Number of employees eligible/ required to join	Open to all PLUK employees
Number of employees who attended	17
VP and up	0
AM to AVP	1
Staff to Supervisor	16

2. Annual Compliance Refresher Training (Computer-based Training)

    a.   Anti-Money Laundering and Counter-terrorist Financing

Date Held	August 22 – September 29
Number of employees eligible/ required to join	745
Number of employees who attended	740

    b.   Anti-Bribery and Corruption

Date Held	August 22-September 29
Number of employees eligible/ required to join	745
Number of employees who attended	740

    c.   Corporate Governance Manual

Date Held	September 25-November 15
Number of employees eligible/ required to join	738
Number of employees who attended	670

    d.   Fraud Prevention and Awareness

Date Held	November 26-December 31
Number of employees eligible/ required to join	740
Number of employees who attended	735

    e.   Conflict of Interest

Date Held	November 20-December 31
Number of employees eligible/ required to join	742
Number of employees who attended	738

    f.   Inside Information and Information Barrier

Date Held	September 26, 2019 – January 03, 2020
Number of employees eligible/ required to join	708
Number of employees who attended	691

    g.   Competition Law Policy

Date Held	September 26, 2019 – January 03, 2020

Number of employees eligible/ required to join	708
Number of employees who attended	687

3. Technical

a. Advanced Microsoft Excel

Dates Held:	Jan 24-25; May 21-22; Aug 13-14; Oct 21-22
Number of Hours:	16 hours per session, 64 hours in total
Number of Employees Eligible/Required to Join:	All Employees
Number of Employees who attended:	56
- Number of VP and up:	1
- Number of AM to AVP:	5
- Number of Staff to Supervisor:	50

b. Data Storytelling for Business

Dates Held:	July 11-12, 2019, Sep 19-20
Number of Hours:	16 hours per session, 32 hours in total
Number of Employees Eligible/Required to Join:	All Employees
Number of Employees who attended:	39
- Number of VP and up:	0
- Number of AM to AVP:	16
- Number of Staff to Supervisor:	23

4. Business Communications

a. Business Communications IIA: Effective Business Writing

Dates Held:	June 13-14
Number of Hours:	16 hours in total
Number of Employees Eligible/Required to Join:	All Employees
Number of Employees who attended:	21
- Number of VP and up:	0
- Number of AM to AVP:	1
- Number of Staff to Supervisor:	20

b. Business Communications IIB: Delivering High Impact Presentations

Dates Held:	March 7-8, 2019 and Aug 19-20
Number of Hours:	16 hours per session, 32 hours in total
Number of Employees Eligible/Required to Join:	345
Number of Employees who attended:	21

- Number of VP and up:	0
- Number of AM to AVP:	4
- Number of Staff to Supervisor:	17

5. *Personal Effectiveness*

a. Harnessing the Power of EQ in Employee Engagement

Dates Held:	March 1; May 7; Jul 4; Sep 10; Nov 7
Number of Hours:	8 hours per session; 40 hours in total
Number of Employees Eligible/Required to Join:	All Employees
Number of Employees who attended:	90
- Number of VP and up:	0
- Number of AM to AVP:	4
- Number of Staff to Supervisor:	86

b. Harnessing the Power of Emotional Intelligence in Leadership

Dates Held:	Feb 15; May 3; Jul 5
Number of Hours:	8 hours per session, total of 24 hours
Number of Employees Eligible/Required to Join:	All Employees
Number of Employees who attended:	43
- Number of VP and up:	1
- Number of AM to AVP:	36
- Number of Staff to Supervisor:	6

c. 7 Habits of Highly Effective People

Dates Held:	Feb 6-8; Apr 2-4; June13-14 &17; Jul 17-19; Aug 13-14 & 22
Number of Hours:	24 hours per session, 96 hours in total
Number of Employees Eligible/Required to Join:	All Employees
Number of Employees who attended:	43
- Number of VP and up:	1
- Number of AM to AVP:	36
- Number of Staff to Supervisor:	6

d. Discovery: Knowing Your Strengths

Dates Held:	Jan 22; April 11; Aug 5,
Number of Hours:	8 hours per session, 24 hours in total
Number of Employees Eligible/Required to Join:	All Employees
Number of Employees who attended:	
- Number of VP and up:	55
- Number of AM to AVP:	0

- Number of Staff to Supervisor:	0

e. Generations in the Workplace: Leveraging Age Diversity

Dates Held:	Jan 21; Oct 11; Nov 5
Number of Hours:	8 hours per session, 24 hours in total
Number of Employees Eligible/Required to Join:	All Employees
Number of Employees who attended:	41
- Number of VP and up:	0
- Number of AM to AVP:	3
- Number of Staff to Supervisor:	38

f. This or That (Making High Quality Decisions)

Dates Held:	Feb 19; May 6
Number of Hours:	8 hours per session, 24 hours in total
Number of Employees Eligible/Required to Join:	All Employees
Number of Employees who attended:	33
- Number of VP and up:	0
- Number of AM to AVP:	0
- Number of Staff to Supervisor:	33

6. New People Manager

a. Managing at PRU

Dates Held:	May 8-10
Number of Hours:	24 hours per session
Number of Employees Eligible/Required to Join:	Newly promoted employees to a managerial role
Number of Employees who attended:	11
- Number of VP and up:	0
- Number of AM to AVP:	6
- Number of Staff to Supervisor:	5

7. Manager and Leader Series

a. Fostering Innovation

Dates Held:	April 21
Number of Hours:	8 hours per session
Number of Employees Eligible/Required to Join:	Managers and Leaders

Number of Employees who attended:	21
- Number of VP and up:	0
- Number of AM to AVP:	8
- Number of Staff to Supervisor:	13

b.   Making High Quality Decisions

Dates Held:	April 24; May 7
Number of Hours:	8 hours per session, 16 hours in total
Number of Employees Eligible/Required to Join:	Managers and Leaders
Number of Employees who attended:	37
- Number of VP and up:	0
- Number of AM to AVP:	22
- Number of Staff to Supervisor:	15

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

Dates Held:	March 20-22 & Aug 16
Number of Hours:	32 hours per session
Number of Employees Eligible/Required to Join:	Mangers and Leaders
Number of Employees who attended:	23
- Number of VP and up:	0
- Number of AM to AVP:	19
- Number of Staff to Supervisor:	4

d.   Managing Performance of Others

Dates Held:	June 17-18
Number of Hours:	16 hours per session
Number of Employees Eligible/Required to Join:	Mangers and Leaders
Number of Employees who attended:	9
- Number of VP and up:	1
- Number of AM to AVP:	6
- Number of Staff to Supervisor:	2

e.   Coaching Program for Managers

Dates Held:	Jul 22-24; Aug 14-16; Sept 4-6; Oct 9-11
Number of Hours:	24 hours per session, 96 hours in total
Number of Employees Eligible/Required to Join:	Managers and Leaders
Number of Employees who attended:	30

- Number of VP and up:	0
- Number of AM to AVP:	30
- Number of Staff to Supervisor:	0

f.   Coaching Program for Leaders

Dates Held:	Jul 18-19; Sep 16-17
Number of Hours:	16 hours per session; 32 hours in total
Number of Employees Eligible/Required to Join:	Managers and Leaders
Number of Employees who attended:	15
- Number of VP and up:	1
- Number of AM to AVP:	14
- Number of Staff to Supervisor:	0