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Chief of Staff, Office of the General Manager

FROM : The Chairperson, GAD Focal Point System (GFPS)/
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SUBJECT : **Financial Literacy Session for PCSO Employees**

DATE : March 14, 2025

AFTER ACTIVITY REPORT

I. Introduction

As part of the National Women's Month celebration, PCSO GFPS organized a lecture session on Financial Literacy for PCSO employees on March 14, 2025, with two sessions: one in the morning and one in the afternoon. The session aimed to increase awareness and understanding of basic financial principles, including budgeting, saving, investing, and financial planning, for both women and men. It also sought to provide tools and knowledge to help employees make informed financial decisions and improve their financial well-being. The session was facilitated by Ms. Erma M. Echavez and Ms. Cecilia Quizana-Ranoso, Licensed Financial Advisors from Sun Life of Canada Philippines Inc.

II. Training Overview

The financial literacy session was designed to educate PCSO employees on the fundamentals of personal finance. It was structured to provide practical knowledge that participants could immediately apply in their daily lives. The session aimed to address the gaps in financial knowledge, empowering employees to take control of their financial future through smart financial decisions.

III. Topics Covered

The session covered a range of essential topics in financial literacy, including:

1. **Basic Budgeting** - Understanding income and expenses, tracking monthly spending, creating and sticking to a budget and the importance of an emergency fund.
2. **Saving Strategies** - Setting up savings goal and different types of savings accounts and their benefits
3. **Investing Basics** - An introduction to different investment options, risk and return in investing and the importance of long-term investment strategies
4. **Financial Planning** - The role of financial goals in planning and understanding insurance and its importance in personal finance.

IV. Highlights and Observations

The session was well-received by the participants, with high levels of engagement and positive feedback. Key highlights of the session include:

- The facilitators employed an interactive teaching style, encouraging questions, discussions, and activities that helped employees connect the learning to their personal situations.
- The session provided participants with real-world applications, such as how to set up a simple budget or how to start saving for retirement, making the session practical and easy to follow.
- PCSO employees from various departments participated, reflecting the inclusivity of the session. Both male and female employees showed interest in understanding financial management, showcasing the importance of financial literacy for everyone.
- Ms. Echavez and Ms. Quizana-Ranoso effectively communicated complex financial concepts in an easy-to-understand manner, making them accessible even to employees with little to no prior knowledge in finance.

V. Challenges Encountered

Despite the success of the session, a few challenges were observed:

- Due to time constraints, there were limited opportunities for in-depth discussions and personalized financial advice. Some employees expressed a desire for more detailed examples and a longer session.
- The participants had varying levels of financial literacy. While some employees were familiar with basic financial concepts, others needed more fundamental instruction. This made it difficult to tailor the session equally to all levels of understanding.

VI. Recommendations

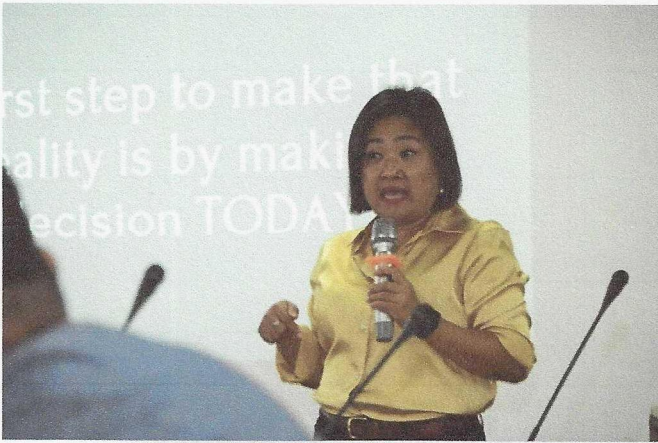
To enhance future financial literacy sessions, it is recommended to extend session times to allow for a deeper exploration of each topic and provide more opportunities for questions. This would help participants better grasp complex concepts and apply them to real-life situations. Allocating time for individual concerns and offering one-on-one consultations can also address personal financial needs. Additionally, incorporating varied learning materials and soliciting regular feedback will ensure the sessions remain engaging and effective.

CONCLUSION

The Financial Literacy session was a valuable learning experience for PCSO employees, contributing to their overall financial well-being and knowledge. The session successfully met its goal of increasing financial awareness and empowering employees to make informed decisions. Despite minor challenges, the feedback was overwhelmingly positive, with participants expressing gratitude for the opportunity to learn about financial management. With the implementation of the recommended

Improvements, future sessions can be even more impactful and tailored to the needs of the employees

Action Photos



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