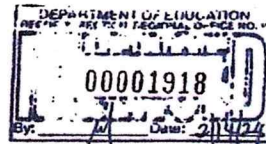




Republic of the Philippines
Department of Education
REGION V - BICOL



13 February 2024

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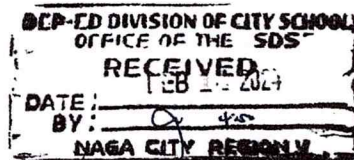
REGIONAL MEMORANDUM
No. 000156 s. 2024

**TRAINING NEEDS SURVEY FOR AGENCY PERSONNEL FOR PRIORITIZATION
OF COURSE OFFERINGS FOR CY 2024**

To : Schools Division Superintendents
Chiefs of the Functional and Support Divisions, RO V
All Concerned

1. Attached are copies of the Memoranda on Training Needs Survey for Agency Personnel for Prioritization of Course Offerings for the Calendar Year 2024.
2. To proceed with the survey, respondents are requested to scan the quick response code or type <https://forms.office.com/r/h1UG6mTE5e> in the hyperlink in the web browser. The link shall be accessed only until **February 16, 2024**.
3. Immediate dissemination of this Memorandum is desired.

GILBERT T. SADSAD
Regional Director



Encls: As stated
To be indicated in the Perpetual Index
under the following subjects:
TRAINING NEEDS SURVEY
PROFESSIONAL GROWTH

HRDD/mde
02/13/24



Regional Center Site, Rawis, Legazpi City 4500

0969 516 9555

region5@depd.gov.ph

FEB 15 2024
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DEPED DIVISION OF NAGA CITY
RECORDS SECTION



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V

TANGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

February 15, 2024

To: Assistant Schools Division Superintendent
Chief Education Supervisors
CID and SGOD Personnel
OSDS Unit Heads
Public School Heads
All Others Concerned

For information and dissemination.

SUSAN S. COLLANO CESO V
Schools Division Superintendent





Republic of the Philippines
Department of Education
REGION V - BICOL



13 February 2024

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REGIONAL MEMORANDUM
No. 000156 s. 2024

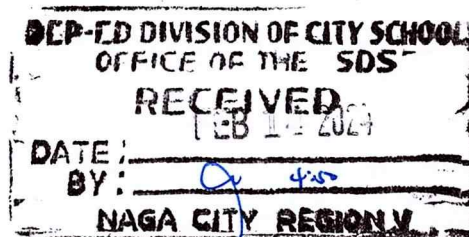
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GILBERT A. SADSAD
Regional Director

24010162
19 FEB 2024



Encls: As stated
To be indicated in the Perpetual Index
under the following subjects:
TRAINING NEEDS SURVEY
PROFESSIONAL GROWTH

HRDD/mdc
02/13/24



Regional Center Site, Rawis, Legazpi City 4500

0969 516 9555
region5@depd.gov.ph



REPUBLIC OF THE PHILIPPINES
COMMISSION ON AUDIT
REGIONAL OFFICE NO. V
Rawis, Legazpi City



MEMORANDUM

TO : The Assistant Regional Director
ALL Supervising Auditors (SAs), Regional Supervising Auditors (RSAs), Division Chiefs (SCs), Audit Team Leaders and Others concerned

Local, National, Corporate Government Audit Sectors, State Universities and Colleges (SUCs) and Water Districts (WDs)

This Region

SUBJECT : Training Needs Survey for Agency Personnel for Prioritization of Course Offerings for Calendar Year CY 2024

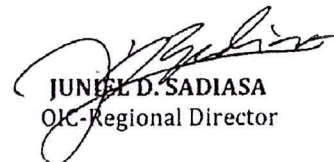
DATE : January 25, 2024

May we furnish you with a copy of the Unnumbered Memoranda dated January 4 and 18, 2024, from Assistant Commissioner Cora Lea A. Dela Cruz and Director Mary Joyce G. Eruma of the Professional and Institutional Development Sector and Professional Development Office, respectively, and from Assistant Commissioner Alexander B. Juliano, Officer-in-Charge, Local Government Audit Sector, seeking assistance to facilitate the administration of the Survey to the agencies under this Regions' respective audit jurisdiction.

Said Survey intends to serve as basis in the formulation of the PDO's Annual Training Plan for Agency Personnel this CY 2024. It is informed that responding to the same shall not in any way guarantee any slots to any of the chosen courses.

To proceed with the Survey, we request the respondent-agency to scan the quick response code or type <https://forms.office.com/r/h1UG6mTE5e> in the hyperlink in a web browser. Access to this link shall only be until February 16, 2024.

For dissemination and appropriate action, please. Thank you.


JUNIEL D. SADIASA
OIC-Regional Director

Encl.: a/s

Memo_TNAforAgencyPersonnel/CY2024
JDS/EEC/MFC/Fuj

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REPUBLIC OF THE PHILIPPINES
COMMISSION ON AUDIT
Constitutional Avenue, Quezon City

**LOCAL GOVERNMENT AUDIT SECTOR
OFFICE OF THE ASSISTANT COMMISSIONER**

MEMORANDUM

FOR : ALL REGIONAL DIRECTORS
This Commission

FROM : ALEXANDER B. JULIANO
Assistant Commissioner
Officer-in-Charge
This Sector

SUBJECT : Training Needs Survey for Agency Personnel for Prioritization of
Course Offerings for Calendar Year (CY) 2024

DATE : January 18, 2024

We forward the Memorandum dated January 4, 2024 of Director Mary Joyce G. Eruma, Professional Development Office (PDO), Professional and Institutional Development Sector, this Commission, relative to the above-captioned subject.

The PDO seeks your assistance in facilitating the administration of the Survey to the agencies under your audit jurisdiction. The Survey will serve as basis in the formulation of PDO's Annual Training Plan for Agency Personnel in CY 2024.

For further information and assistance, please email PDO's Training Design and Development Division at pdo.evaluation@coa.gov.ph.

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REPUBLIC OF THE PHILIPPINES
COMMISSION ON AUDIT
Commonwealth Avenue, Quezon City

PROFESSIONAL AND INSTITUTIONAL DEVELOPMENT SECTOR
PROFESSIONAL DEVELOPMENT OFFICE

MEMORANDUM

FOR : **WINNIE ROSE H. ENCALLADO**
Assistant Commissioner
Corporate Government Audit Sector

ALEXANDER B. JULIANO
Assistant Commissioner
Local Government Audit Sector

MARTHA ROXANA C. SESE
Assistant Commissioner
National Government Audit Sector

THRU : *Resale*
CORA LEA A. DELA CRUZ
Assistant Commissioner
Professional and Institutional Development Sector

FROM : *Joyce G. Eruma*
MARY JOYCE G. ERUMA
OIC-Director IV
Professional Development Office

SUBJECT : Training Needs Survey for Agency Personnel for Prioritization
of Course Offerings for Calendar Year (CY) 2024

DATE : January 4, 2024

The Professional Development Office (PDO), this Sector, is currently conducting Training Needs Survey to identify the courses which personnel from various agencies audited by COA would likely avail in CY 2024. Toward this end, the PDO seeks your assistance to facilitate the administration of the Survey to agencies who are under the audit jurisdiction of your Sector.

To proceed with the Survey, the respondent-agency shall scan the quick response code or type in the hyperlink in a web browser. The List of Courses for Agency Personnel (Annex A) offered by PDO may also be accessed and downloaded through the code and link provided.

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As this Survey intends to serve as basis in the formulation of PDO's Annual Training Plan for Agency Personnel in CY 2024, please be informed that responding to the same shall not, in any way, guarantee any slots to the chosen course/s. Formal request and/or nomination is still required to be submitted to process participation to the selected training.

Should you need further information or assistance, please email PDO's Training Design and Development Division via pdo.evaluation@coa.gov.ph.

Thank you for your usual support to PDO operations.

**Commission on Audit
2024 TRAINING NEEDS SURVEY
For Agency Personnel**

<https://forms.office.com/r/h1UG6mTE5e>



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Commission on Audit
LIST OF COURSES FOR AGENCY PERSONNEL
CY 2024

Course	Code	Course Description	Duration	Webinar Fee*
1. Accounting for Non-Accountants	ANAc	This course is for personnel with zero knowledge in accounting. It is primarily designed to aid them in understanding the fundamental principles of accounting, its procedures and processes. This uses some activities that are theory-based and practical in nature to gauge the learners' knowledge and understanding of the concepts.	1 days	P3,200
2. Appraisal and Disposal of Government Properties	ADGP	The course deals with the procedures, principles and different approaches in the appraisal of government property for disposal.	3 days	P2,400
3. Cash Management and Control System	CMCS	This course is designed for Cashiers and Special Collecting and Disbursing Officers. The participants are taught existing rules and regulations pertaining to the handling and custody of government funds and an appreciation of the related control.	3 days	P2,400
4. Enhanced Electronic New Government Accounting System and Electronic Budget System	eNGAS and eBudget System	The course is designed to equip accounting, budget, and information technology personnel of national government agencies and local government units, and COA auditors of the National Government Audit Sector and Local Government Audit Sector with working knowledge on the basic features and functionalities of the enhanced eNGAS and eBudget System.	5 days	P4,000
5. Internal Audit Standards for the Philippine Public Sector	IASPPS	This Seminar-Workshop on IASPPS seeks to supplement the efforts of government agencies to foster effectiveness, efficiency, transparency, and accountability in the government. IASPPS comprises two main categories: Attribute and Performance Standards. The Attribute Standards address the attributes of agencies and individuals performing internal auditing. On the other hand, the Performance Standards describe	3 days	P2,400

24010162

ANNEX A

Course	Code	Course Description	Duration	Webinar Fee*
6. Internal Control Standards for the Philippine Public Sector	ICSPPS	the nature of internal auditing and provide quality criteria against which the performance of these services can be measured. This Seminar-Workshop on ICSPPS seeks to supplement and strengthen the efforts of government agencies to foster effectiveness, efficiency, transparency, and accountability in the public sector. ICSPPS sets out various principles and principal foci of an effective internal control system.	3 days	P2,400
7. Laws and Regulations on Government Expenditures	LARGE	The course focuses on various accounting and auditing rules and regulations governing disbursements of government funds, particularly those covering personal services, traveling expenses, procurement of supplies and materials, repairs and maintenance of motor vehicles and government facilities, capital outlay and other forms of expenditures. The course aims to enable participants understand the principles of public accountability and its meaning in terms of complying with accounting and auditing requirements. Case studies and exercises/workshops are used to reinforce the lecture discussion and to facilitate understanding of the fiscal laws and regulations on government expenditures.	4 days	P3,200
8. Orientation on One-Time Cleansing of PPE Account Balances	One-Time Cleansing	This seminar covers discussion on the implementation of COA Circular No. 2020-006 dated January 31, 2020 that prescribes the guidelines and procedures in the conduct of physical count of property, plant and equipment (PPE), recognition of PPE items found at station, and disposition for non-existing/missing PPE items, for the one-time cleansing of PPE account balances of government agencies.	1 day	P800
9. Orientation on COA Guidelines	Government digitalization	This course explains the use of electronic documents, and	2 days	P1,600

24010162

ANNEX A

Duration	Webinar Fee*
1 day	P800
1 day	P800
4 days	P3,200
1 day	P800

Course	Code	Course Description
Supporting Government Digitalization		electronic and digital signatures, government transactions, the implementation of e-Collection and e-Payment, and related guidelines under COA Circular Nos. 2021-006 dated September 6, 2021 and 2021-014 dated December 2, 2021.
10. Orientation on the Updated Documentary Requirements for Common Government Transactions	Common Government Transactions	This seminar is designed to discuss COA Circular No. 2023-004 dated June 14, 2023 prescribing the updated documentary requirements for common government transactions, which amended COA Circular No. 2012-001 dated June 14, 2012.
11. Orientation on the Implementation of the Increased Capitalization Threshold of Semi-Expendable Properties	Semi-expendable Properties	This seminar focuses on the implementing guidelines issued by COA relative to the increase in the capitalization threshold of tangible items to be accounted as semi-expendable property and the effect of such developments toward more efficient utilization of funds in the procurement of goods.
12. Property Supply and Management System	PSMS	This course is designed to equip agency personnel with adequate understanding and working knowledge of the system processes, policies and other regulations pertaining to property and supply management. The course is tailored for national and corporate government personnel with updates on Republic Act No. 9184.
13. Revised Rules on Settlement of Accounts/Revised Rules on Procedures of COA	RRSA/RRPC	This seminar covers discussion on the implementation of COA Circular No. 2009-006 dated September 15, 2009. It focuses on the legal basis, general principles, salient features of the Circular, transactions subject to disallowances/ settlement documents, liability disallowances, responsibility of agency officials and enforcement of COA decision. Revision of settled accounts shall be given an emphasis during the seminar.

24010162

ANNEX A

Course	Code	Course Description	Duration	Webinar Fee*
14. Training on Forensic and Fraud Auditing	FFA	This course is designed to equip organizations in detecting, preventing, and successfully prosecuting fraud. It includes extensive discussion on the phases of forensic auditing, critical fraud principles, and investigative techniques. Through case study analyses, group discussions and reporting, participants move towards planning and implementing their organization's fraud response strategy.	3 days	P2,400
15. Training on Handbook on the Financial Transactions of the Sangguniang Kabataan	HFTSK	This course is designed to equip duly elected Sangguniang Kabataan with adequate understanding and working knowledge on the important provisions of the Handbook on the Financial Transactions of the Sangguniang Kabataan	6 days	P2,500

*Webinar fee is subject to change without prior notice

**Training fee for exclusive seminars shall be made available upon request

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