



Republic of the Philippines
Department of Education
 REGION VIII - EASTERN VISAYAS

12647

September 12, 2022

REGIONAL MEMORANDUM

No. **1011** s. 2022

DISSEMINATION OF CY 2022 COURSES/SEMINARS OFFERED BY THE COMMISSION ON AUDIT (COA) REGIONAL OFFICE NO. VIII

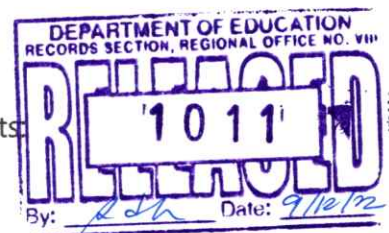
To: Schools Division Superintendents
 All Others Concerned

- Attached is a letter from the Office of **ATTY. ARNEL T. JARANILLA, Director III**, of the **Commission on Audit (COA) Regional Office No. VIII**, announcing the Courses/Seminars offered by their office for CY 2022, for information and guidance of all concerned.
- Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
 Regional Director

Enclosures: Letter from COA dated September 5, 2022
 References: None
 To be indicated in the Perpetual Index under the following subjects:

COA COURSE OFFERINGS
 SEMINAR/WORKSHOP
 TRAININGS



FD-GJF





REPUBLIC OF THE PHILIPPINES
COMMISSION ON AUDIT
REGIONAL OFFICE NO. VIII
Leyte Government Center, Candahug, Palo, Leyte

OFFICE OF THE DIRECTOR IV	
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DEPARTMENT OF EDUCATION	
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REGISTRATION REGIONAL OFFICE NO. VI	
SEP 08 2022 7:59 2	
BY: [Signature]	TIME: 4:12 [Signature]

September 5, 2022

EVELYN R. FETALVERO, CESO IV
Regional Director
Department of Education
Regional Office No. VIII
Candahug, Palo, Leyte

Dear Dir. Fetalvero:

Greetings!

We are pleased to provide you a copy of the **CY 2022 Courses/Seminars offered in COA Regional Office No. VIII for Agency Personnel** with description of the respective course/seminar.

You may nominate your personnel to any of the courses/seminars based on the training needs of your personnel using the *Nomination Form (For Agency Personnel) Annex 2*, with *Nomination Procedures and Guidelines* at the back of the form.

Please email your nominations at least two (2) weeks prior to the scheduled course/seminar to coaro8.training@gmail.com. Nominations will be accepted on a "first-come, first-serve" basis. Hence, nominees must not proceed to the venue without the confirmation notice from the Administration, Training and Finance Services (ATFS), this Commission, this Region. The confirmation will be sent to the requesting agency through the email indicated in the nomination form. The nominees may follow up/inquire the status of their nomination with any of the Training Specialists, ATFS, through email.

Thank you and we look forward to the opportunity of addressing the training needs of your personnel.

Very truly yours,


ATTY. ARNEL T. JARANILLA
Director III
Officer-in-Charge

DNW Email
9/5/22



REPUBLIC OF THE PHILIPPINES
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Government Center, Candahug, Palo, Leyte

COURSE DESCRIPTION

Laws and Rules 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 to 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.

Cash Management and Control System (CMCS)

This course is designed for Cashiers and Special Collecting and Disbursing Officers. The participants develop an appreciation of control systems as they are taught existing rules and regulations pertaining to the handling and custody of government funds and an appreciation of the related control.

Appraisal and Disposal of Government Property (ADGP)

This course deals with the procedures, principles and different approaches in the appraisal and disposal of unserviceable properties based on the applicable laws, rules and regulations.

Training on the Handbook on the Financial Transactions of the Sangguniang Kabataan (HFTSK)

Training on HFTSK covers the proper accounting and reporting in the use of SK funds and property in compliance with the requirements of COA prescribed under Circular 2020-003 dated January 28, 2020. Training covers the discussion on accounting policies, guidelines, financial reports and forms to be used in the SK operations and covers important phases where the financial transaction is involved as follows: Budget, Receipts/Collections and Deposits, Disbursements/Payments, Supplies and Materials, and Property and Equipment, and Financial Statements and Other Reports.



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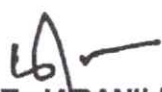
SCHEDULE OF COURSE OFFERINGS
for AGENCY PERSONNEL
(For the period of August - November 2022)

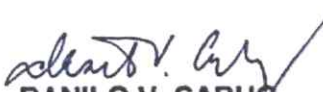
DURATION	COURSE	TARGET PARTICIPANTS	TRAINING FEE
August			
9 - 12	Handbook on the Financial Transactions of the Sangguniang Kabataan (HFTSK)	SK Chairperson, SK Treasurer and SK Budget Monitoring Officer	P8,000.00
16 - 19	Handbook on the Financial Transactions of the Sangguniang Kabataan (HFTSK)	SK Chairperson, SK Treasurer and SK Budget Monitoring Officer	P8,000.00
23 - 26	Handbook on the Financial Transactions of the Sangguniang Kabataan (HFTSK)	SK Chairperson, SK Treasurer and SK Budget Monitoring Officer	P8,000.00
September			
13 - 16	Laws and Rules on Government Expenditures (LARGE)	Personnel involved in the processing of claims, disbursements including certifying and approving officers	P8,000.00
26 - 28	Cash Management and Control System (CMCS)	Cashiers, Regular & Special Collecting/Disbursing Officers in the Government Agencies	P6,000.00
October			
4 - 6	Appraisal and Disposal of Government Properties (ADGP)	Members of Appraisal and Disposal Committee, Accounting Personnel and Property Custodian	P6,000.00

DURATION	COURSE	TARGET PARTICIPANTS	TRAINING FEE
October			
17 - 19	Cash Management and Control System (CMCS)	Cashiers, Regular & Special Collecting/Disbursing Officers in the Government Agencies	P6,000.00
25 - 28	Laws and Rules on Government Expenditures (LARGE)	Personnel involved in the processing of claims, disbursements including certifying and approving officers	P8,000.00
November			
16 - 18	Appraisal and Disposal of Government Properties (ADGP)	Members of Appraisal and Disposal Committee, Accounting Personnel and Property Custodian	P6,000.00


*Conduct of face-to-face training is subject to the COVID Alert Level set by the Inter-Agency Task Force (IATF)

Recommending Approval:


ARNEL T. JARANILLA
 Director III, Officer-in-Charge
 COA Regional Office No. VIII


DANILO V. CABUG
 Director III, Officer-in-Charge
 Professional Development Office, PIDS

Approved by:


CORA LEA A. DELA CRUZ
 Assistant Commissioner
 Professional and Institutional Development Sector