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

May 2, 2024

REGIONAL MEMORANDUM

No. **514** s. 2024

**COMMISSION ON AUDIT (COA) COURSE OFFERINGS
FOR CALENDAR YEAR (CY) 2024**

To: Schools Division Superintendents
Regional Office Division Chiefs
All Others Concerned

1. Enclosed is an invitation from the Commission on Audit (COA-RO) announcing their Course Offerings for Calendar Year (CY) 2024.
2. Immediate dissemination of and compliance with this Memorandum are desired.

Evelyn R. Fetalvero
EVELYN R. FETALVERO CESO IV
Regional Director

Enclosures: As stated

References: None

To be indicated in the Perpetual Index under the following subjects:

COA COURSE OFFEREINGS SEMINARS/WORKSHOPS

FD-GJF





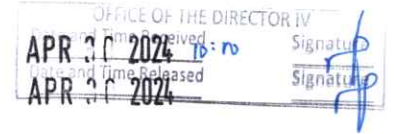
Republic of the Philippines
COMMISSION ON AUDIT
 Regional Office No. VIII

Leyte Government Center, Candahug, Palo, Leyte
 Email Address: coaro8.nominations@gmail.com Telefax (053) 323-7768



April 18, 2024

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



Dir. Fetalvero:

Greetings!

We are pleased to provide you with a copy of our **Course Offerings for CY 2024** for Agency Personnel.

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

Please send your nominations at least two (2) weeks prior to the scheduled course/seminar via the online nomination form for each course as listed below:

TITLE OF SEMINAR/TRAINING	LINK TO ONLINE NOMINATION FORM
Laws and Regulations on Government Expenditures (LARGE)	https://bit.ly/3JnsJuJ
Cash Management and Control System (CMCS)	https://bit.ly/445OybZ
Property and Supply Management System (PSMS)	https://bit.ly/3U2jzsG
Appraisal and Disposal of Government Properties (ADGP)	https://bit.ly/3vWPdzC
One-Time Cleansing of Property, Plant, and Equipment (PPE) Account Balances	https://bit.ly/3UINlcZ
COA Guidelines Supporting Government Digitalization	https://bit.ly/3W38E4j
Barangay Financial Management (BFM)	https://bit.ly/3TXr83I
Handbook on the Financial Transactions of the Sangguniang Kabataan (HFTSK)	https://bit.ly/4d1b9dw

Nominations will be accepted on a "first-come, first-served" basis. A confirmation letter will be emailed to the requesting agency indicating the name/s of the participant/s. Nominees must not proceed to the venue without the confirmation notice from the Administration, Training and Finance Division (ATFD), this Commission, this Region.

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

Very truly yours,

ATTY. FELIX M. BASALLAJE, JR.
 Director IV
 Regional Director

OK email
 4/29/24



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

RTU Form No. Rev: April 2024	NOMINATION FORM (For Agency Personnel)		Date Filed:	
Course Title:				
Date Covered:				
WE ARE NOMINATING THE FOLLOWING TO THE ABOVE-NAMED COURSE:				
	NAME	NICKNAME	POSITION	REMARKS
1.				
2.				
3.				
4.				
5.				
6.				
7.				
Head of Office/Agency:				
_____ Signature over Printed Name _____ Designation				
Office/Agency & Address:			Tel. Nos.:	
			Email:	

Please use one (1) Nomination Form per course/seminar.

FOR RTS USE ONLY
(Action on Nomination)

NOMINATIONS: <input type="checkbox"/> CONFIRMED <input type="checkbox"/> NOT CONFIRMED	SEMINAR: <input type="checkbox"/> CANCELLED <input type="checkbox"/> DEFERRED, NEW DATE
Note: <i>In nominating participants to this training/seminar, you are encouraged to adhere to the principle of providing equal opportunity for all deserving personnel. Discrimination on account of gender identity, sexual orientation, disabilities, religion, and/or group membership should not be exercised.</i>	

NOMINATION PROCEDURES AND GUIDELINES

1. Nominees shall be properly screened by their Head of Agency/Office as to their actual training needs and by reason of their present duties, and in accordance with the specified target participants indicated in the attached training schedule.
2. Participants shall be nominated by the Agency Head or an authorized representative, using the prescribed Nomination Form (*Annex 2*).
3. The Focal Person of the Agency shall submit the approved *Nomination Form (Annex 2)* on behalf of the nominee/s through the link listed below:

TITLE OF SEMINAR/TRAINING	LINK TO ONLINE NOMINATION FORM
Laws and Regulations on Government Expenditures (LARGE)	https://bit.ly/3JnsJuJ
Cash Management and Control System (CMCS)	https://bit.ly/445OybZ
Property and Supply Management System (PSMS)	https://bit.ly/3U2jzsG
Appraisal and Disposal of Government Properties (ADGP)	https://bit.ly/3vWPdzC
One-Time Cleansing of Property, Plant, and Equipment (PPE) Account Balances	https://bit.ly/3UINlcZ
COA Guidelines Supporting Government Digitalization	https://bit.ly/3W38E4j
Barangay Financial Management (BFM)	https://bit.ly/3TXr83l
Handbook on the Financial Transactions of the Sangguniang Kabataan (HFTSK)	https://bit.ly/4d1b9dw

4. Nominations must be submitted at least two (2) weeks before the scheduled seminar/training.
5. Acceptance of nominations shall be on a *"first-come, first-served"* basis.
6. **Nominees shall wait for confirmation letter** from the Administration, Training and Finance Division (ATFD) of this Commission, this Region. Only confirmed nominees can attend the seminar/training. ATFD reserves the right to refuse walk-in/unconfirmed participants on the basis of class size, which is forty (40).
7. Confirmed nominees shall be in their office uniform, if any, or be in proper attire.
8. Nominees may follow up on the status of their nomination by sending an email to coaro8.nominations@gmail.com.



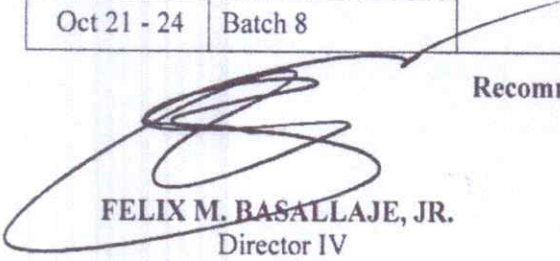
REPUBLIC OF THE PHILIPPINES
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 Government Center, Candahug, Palo, Leyte


REGIONAL TRAINING PLAN/SCHEDULE OF COURSE OFFERINGS
for AGENCY PERSONNEL
CY 2024

DURATION	COURSE	MODALITY	TARGET PARTICIPANTS	TRAINING FEE
Seminar on Laws and Regulations on Government Expenditures (LARGE)				
Apr 22 - 25	Batch 1	In-person	Personnel involved in the processing of claims, disbursements including certifying and approving officers	P 8,000.00
Jun 3 - 6	Batch 2			
Jul 8 - 11	Batch 3			
Sep 16 - 19	Batch 4			
Seminar on Cash Management and Control System (CMCS)				
Jul 23 - 25	Batch 1	In-person	Cashiers, Regular and Special Collecting/Disbursing Officers, and Petty Cash Custodians	P 6,000.00
Seminar on Property and Supply Management System (PSMS)				
May 20 - 23	Batch 1	In-person	Property/Supply Officers, Property Custodians, Storekeepers, and other personnel involved in managing the agency's office supplies and properties	P 8,000.00
Jul 29 - Aug 1	Batch 2			
Seminar on Appraisal and Disposal of Government Properties (ADGP)				
May 28 - 30	Batch 1	In-person	Members of the Appraisal and Disposal Committee, Accounting Personnel, and Property Custodians	P 6,000.00
Aug 27 - 29	Batch 2			
Orientation on One-Time Cleansing of Property, Plant, and Equipment (PPE) Account Balances				
Jul 3	Batch 1	In-person	Property/Supply Officers, Property Custodians, Storekeepers, and other personnel involved in managing the agency's office supplies and properties	P 2,000.00
Jul 4	Batch 2			

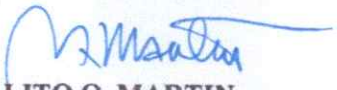
DURATION	COURSE	MODALITY	TARGET PARTICIPANTS	TRAINING FEE
Orientation on COA Guidelines Supporting Government Digitalization (COA Circular Nos. 2021-006 dated September 6, 2021, and 2021-014 dated December 22, 2021)				
Nov 11 - 12	Batch 1	In-person	Cashiers, Regular and Special Collecting/ Disbursing Officers; and personnel involved in the processing of claims, disbursements including certifying and approving officers	P 4,000.00
Nov 13 - 14	Batch 2			
Seminar on Barangay Financial Management				
June 4 - 6	Batch 1	In-person	Barangay Government Officials	P 6,000.00
Jul 9 - 11	Batch 2			
Jul 22 - 24	Batch 3			
Aug 27 - 29	Batch 4			
Oct 15 - 17	Batch 5			
Oct 28 - 30	Batch 6			
Seminar on Handbook on the Financial Transactions of the Sangguniang Kabataan				
May 27 - 30	Batch 1	In-person	SK Chairperson, SK Treasurer, and SK Budget Monitoring Officer	P 8,000.00
Jun 24 - 27	Batch 2			
Jul 15 - 18	Batch 3			
Aug 12 - 15	Batch 4			
Sep 9 - 12	Batch 5			
Sep 23 - 26	Batch 6			
Oct 7 - 10	Batch 7			
Oct 21 - 24	Batch 8			

Recommending Approval:


FELIX M. BASALLAJE, JR.
 Director IV
 COA Regional Office No. VIII


MARY JOYCE G. ERUMA
 OIC-Director IV
 Professional Development Office, PIDS

Approved by:


LITO Q. MARTIN
 OIC-Assistant Commissioner
 Professional and Institutional Development Sector