



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

Advisory No. 158, s. 2026
October 7, 2026

In compliance with DepEd Order (DO) No. 8, s. 2013
This advisory is issued not for endorsement per DO 28, s. 2001,
but only for the information of DepEd officials,
personnel/staff, as well as the concerned public.
(Visit deped.in/region8.deped.gov.ph)

REGIONAL GOVERNMENT SUMMIT
Training on Disposal of Government Properties, ICT Properties,
Hospital Properties, Hazardous Waste and Records

The Philippine Institute of Certified Public Accountants (PICPA), the National Organization of Certified Public Accountants (CPAs), PICPA Northern Luzon Region, PICPA Baguio-Benguet-Mountain Province Chapter and PICPA La Union Chapter will be holding a three-day face-to-face Regional Summit (Training on the Disposal of Government Properties, ICT Properties, Hospital Properties, Hazardous Waste and Records), on November 12-14, 2026, at Diamond Hall, Hotel Supreme, Baguio City.

The summit is open to personnel from all National Government Agencies, and private personnel nationwide.

More information may be inquired from:

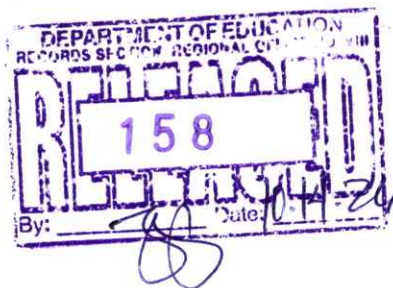
Name: PICPA LA UNION CHAPTER

Mobile No.: 0905-5030859

Email Add.: picpalaunionchapter@picpa.net

Considering that this is an Advisory and that the activity entails the payment of registration fees, the Schools Division Superintendents are given the discretion to act on this matter.

FD-GJF
A





Region VIII Eastern Visayas <region8@deped.gov.ph>

REGIONAL GOVERNMENT SUMMIT Training on Disposal of Government Properties, ICT Properties, Hospital Properties, Hazardous Waste and Records November 12-14, 2026 Diamond Hall, Hotel Supreme, Baguio City

1 message

PICPA La Union Chapter <picpalaunionchapter@picpa.net>
 To: PICPA La Union Chapter <picpalaunionchapter@picpa.net>
 Bcc: region8@deped.gov.ph

Thu, Oct 1, 2026 at 9:23 AM

REGIONAL GOVERNMENT SUMMIT

Training on Disposal of Government Properties, ICT Properties, Hospital Properties, Hazardous Waste and Records

November 12-14, 2026

Diamond Hall, Hotel Supreme, Baguio City



PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
 The National Organization of Certified Public Accountants

and
 PICPA Northern Luzon,
 PICPA Baguio-Benguet-Mountain Province Chapter
 and PICPA La Union Chapter

REGIONAL GOVERNMENT SUMMIT:
 TRAINING ON DISPOSAL OF GOVERNMENT PROPERTIES,
 ICT PROPERTIES, HOSPITAL PROPERTIES,
 HAZARDOUS WASTE AND RECORDS

With Resource Persons from COA, DICT, EMB and NAP

OPEN TO ALL GOVERNMENT AND PRIVATE PERSONNEL NATIONWIDE!

DATE: NOVEMBER 12-14, 2026

VENUE: DIAMOND HALL, HOTEL SUPREME, BAGUIO CITY

Self-Directed Learning (SDL) modality and its corresponding CPD units will be subject to the appropriation of the PRC-CPD Council for Accountancy

SCAN THE QR CODE TO REGISTER

FOR INQUIRIES, YOU MAY REACH US AT:
 picpalaunionchapter@picpa.net
 09055030859

TO PAY, please refer to the BANK DETAILS below:
LANDBANK OF THE PHILIPPINES
 Checking Account No. **0202-0149-25**
 Account Name: **PICPA LU CHAPTER**

RATE PER ATTENDEE FOR THE 3-DAY SEMINAR	
P 7,500	If paid until July 31, 2026
P 8,000	If paid from August 1-31, 2026
P 8,200	If paid from September 1-30, 2026
P 8,400	If paid from October 1-November 12, 2026

Walk-in registrants are subject to availability of slots
 Maximum of 1,000 participants only
 Fee includes two snacks, lunch, kits and VAT. Hotel accommodation is not included.

Greetings!

The Philippine Institute of Certified Public Accountants (PICPA), the National Organization of Certified Public Accountants (CPAs), PICPA Northern Luzon Region, PICPA Baguio-Benguet-Mountain Province Chapter and PICPA - La Union Chapter will be holding a three-day face-to-face **Regional Government Summit (Training on Disposal of Government Properties, ICT Properties, Hospital Properties, Hazardous Waste and Records)**, on November 12-14, 2026, 8 AM – 5 PM at Diamond Hall, Hotel Supreme, Baguio City.

This 3-day activity is under the Self-Directed Learning (SDL) modality and its corresponding CPD units will be subject to the appropriation of the PRC-CPD Council for Accountancy. The Resource Persons are from Commission on Audit (COA), Department of Information and Communication Technology (DICT), Environmental Management Bureau (EMB) and National Archives of the Philippines (NAP).

The summit is open to all government and private agencies. We cordially invite the personnel from the following agencies:

- National Government Agencies
- Corporate Government Agencies
- Local Government Units (Provinces, Cities, Municipalities, Barangay, Sangguniang Kabataan (SK), Liga ng mga Baranagay, Pambansang Pederasyon ng Sangguniang Kabataan (PPSK), District Hospitals, Local Owned Universities and other Local-Owned Enterprises)
- Executive Offices
- Legislative Offices
- Judiciary Offices
- Government-Owned and/or Controlled Corporations
- Government Financial Institutions
- State Universities and Colleges
- National DOH-managed Hospitals
- Local Water Districts
- Private Agencies and interested bidders on disposal

Schedule/Program of Activities is as follows:

November 12, 2026

Morning Session: Guidelines on the Disposal of Government Information and Communications Technology (ICT) Properties

Afternoon Session: Toxic Substances and Hazardous and Nuclear Wastes Control Act of 1990

November 13, 2026

Whole Day Session: Records Disposition Administration

November 14, 2026

Whole Day Session: Highlights of the Revised Manual on Disposal of Government Properties

Rate per Attendee for the 3-day activity for CPAs or Non-CPAs:

P7,500 - If paid until July 31, 2026

P8,000 - If paid from August 1-31, 2026

P8,200 - If paid from September 1-30, 2026

P8,400 - If paid from October 1-November 12, 2026

Walk-in registrants are subject to slot availability. Maximum of 1,000 participants only

Fee includes two snacks, lunch, kits and VAT. Hotel accommodation is **not** included.

Training and travel expenses shall be charged against the budgeted Maintenance and Other Operating Expenses (MOOE) of the government agency pursuant to the provisions under DBM NBC Circular No. 596 dated January 20, 2025 and Executive Order No. 77, s. of 2019.

TO PAY, please refer to the BANK DETAILS below:

Land Bank of the Philippines**Checking Account No. 0202-0149-25****Account Name: PICPA LU CHAPTER**

We accept cash deposit, check deposit, auto debit to account (ADA) and List of Due and Demandable Accounts Payable (LDDAP) payment schemes. Kindly ensure that proof of payment must include machine validation from LBP bank teller.

For complete registration, your personal details and your payment must be fully verified and validated. **For validation**, kindly send the following information to picpalaunionchapter@picpa.net

- a. Proof/Screenshot of Payment / Deposit Slip
- b. Full Name of Participant
- c. CPA No., if any
- d. Expiry Date of License, if any
- e. E-mail address
- f. Name of the Agency
- g. Position in the Agency

To register, click here:

<https://forms.gle/eQJCykF3x5w2zV8s9>

For inquiries, you may reach us at picpalaunionchapter@picpa.net or **09055030859**.

Thank you very much.

Respectfully yours,

PICPA La Union Chapter



COURSE OBJECTIVES_OUTLINE.png
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REGIONAL GOVERNMENT SUMMIT



GOVERNMENT PROPERTIES



ICT PROPERTIES



HOSPITAL PROPERTIES



HAZARDOUS WASTE



RECORDS

Building Capacity. Ensuring Accountability.
Protecting People and the Environment.



PROGRAM DESCRIPTION

The **Regional Government Summit** is a three-day capacity-building program designed to enhance the knowledge and competencies of government personnel in the proper management, disposition, and disposal of government properties, information and communications technology (ICT) properties, hazardous and nuclear wastes, and government records.

The program provides participants with an overview of relevant guidelines, laws, policies, procedures, and best practices governing the proper disposal and disposition of government assets and records. It highlights the importance of accountability, transparency, compliance, data security, environmental protection, and proper documentation throughout the disposal process.

Through focused learning sessions, participants will gain a better understanding of the disposal of ICT properties, the requirements under the **Toxic Substances and Hazardous and Nuclear Wastes Control Act of 1990**, records disposition administration, and the key provisions of the **Revised Manual on the Disposal of Government Properties**.

The summit aims to equip participants with practical knowledge that they can apply in their respective offices to ensure that government properties, records, and hazardous materials are handled and disposed of in a lawful, safe, efficient, and accountable manner.



Training on

Disposal of Government Properties, ICT Properties, Hospital Properties, Hazardous Waste and Records



NOVEMBER 12-14, 2026
8 AM – 5 PM



Diamond Hall,
Hotel Supreme,
Baguio City



COURSE OBJECTIVES

At the end of the three-day training, participants will be able to:

- 1 Understand the fundamental principles, guidelines, and procedures governing the proper disposal and disposition of government properties and records.
- 2 Explain the applicable guidelines for the disposal of government Information and Communications Technology (ICT) properties.
- 3 Identify the proper procedures and considerations in the handling and disposal of ICT equipment, including data security and responsible disposal practices.
- 4 Understand the provisions and requirements of the **Toxic Substances and Hazardous and Nuclear Wastes Control Act of 1990** relevant to government operations.
- 5 Recognize the responsibilities and proper procedures in the management, handling, and disposal of hazardous and nuclear wastes.
- 6 Understand the principles and procedures of Records Disposition Administration, including the proper identification, retention, transfer, and authorized disposal of government records.
- 7 Apply appropriate records disposition practices while ensuring accountability, security, confidentiality, and compliance with applicable requirements.
- 8 Gain familiarity with the key provisions and important updates under the **Revised Manual on the Disposal of Government Properties**.
- 9 Apply appropriate disposal procedures and documentation in actual government property and records management situations.
- 10 Strengthen institutional practices on disposal and disposition to promote transparency, accountability, efficiency, safety, and regulatory compliance.

COURSE OUTLINE



NOVEMBER 12, 2026
(THURSDAY)

MORNING SESSION

Guidelines on the Disposal of Government Information and Communications Technology (ICT) Properties

This session focuses on the guidelines and procedures governing the disposal of government ICT properties. It covers the identification and assessment of obsolete, unserviceable, and excess ICT equipment, proper documentation, accountability, data security, data sanitization, and environmentally responsible disposal practices.



AFTERNOON SESSION

Toxic Substances and Hazardous and Nuclear Wastes Control Act of 1990

This session provides an overview of the Toxic Substances and Hazardous and Nuclear Wastes Control Act of 1990, including the proper management, handling, storage, transportation, treatment, and disposal of hazardous substances and wastes. Emphasis will be given to government responsibilities, environmental protection, safety, and compliance with applicable requirements.



NOVEMBER 13, 2026
(FRIDAY)

WHOLE-DAY SESSION

Records Disposition Administration

This session covers the proper administration and disposition of government records, including records appraisal, classification, retention, transfer, preservation, and authorized disposal.

Participants will gain an understanding of the importance of proper records disposition, documentation, authorization, accountability, and secure disposal of records containing confidential or sensitive information.



NOVEMBER 14, 2026
(SATURDAY)

WHOLE-DAY SESSION

Highlights of the Revised Manual on the Disposal of Government Properties

This session presents the key provisions and important highlights of the Revised Manual on the Disposal of Government Properties.

It will focus on the proper procedures, responsibilities, documentation, disposal methods, accountability measures, and other important requirements applicable to the disposal of government properties.

The session will also provide participants with practical guidance on applying the revised provisions in their respective offices and addressing common issues encountered in the disposal process.



EXPECTED LEARNING OUTCOMES

At the conclusion of the Regional Government Summit, participants are expected to:

- ✓ Have a clearer understanding of the policies and guidelines governing government property and records disposal;
- ✓ Properly identify and process ICT properties for disposal;
- ✓ Understand their responsibilities in the management and disposal of hazardous and nuclear wastes;
- ✓ Apply appropriate records disposition practices;
- ✓ Understand the key provisions of the Revised Manual on the Disposal of Government Properties;
- ✓ Improve the accuracy and completeness of disposal-related documentation; and
- ✓ Promote more efficient, transparent, safe, accountable, and compliant disposal practices within their respective offices.



ACCOUNTABLE DISPOSAL



ENVIRONMENTAL PROTECTION



DATA SECURITY & CONFIDENTIALITY



TRANSPARENCY & GOOD GOVERNANCE



COMPLIANCE & SAFETY