




**SCHEDULE OF COURSE OFFERINGS FOR CY 2020**  
**(AGENCY Personnel)**


DURATION	COURSE/SEMINAR	TARGET PARTICIPANTS	SEMINAR FEE
<b>August</b>			
25-27	Barangay Financial Management	Barangay officials/personnel involved in the processing of claims, disbursements including certifying and approving officers	₱ 6,000.00
<b>September</b>			
22-25	Laws and Rules on Government Expenditures	Personnel involved in the processing of claims, disbursements including certifying and approving officers	₱ 8,000.00
<b>October</b>			
21-23	Cash and Management and Control System	Cashiers, regular and special Collecting/Disbursing Officers	₱ 6,000.00
<b>November</b>			
17-20	Property and Supply Management System	Property Supply Officers, Property Custodians, Storekeeper and other personnel involved in managing the agency's office supplies and properties	₱ 8,000.00

**Recommending Approval:**

  
**Atty. EDEN T. RAFANAN**  
Director IV  
Cordillera Administrative Region

  
**MELANIE R. ANONUEVO**  
Director IV *18 Jan 2020*  
Professional Development Office, PIDS *1/18/20*

**Approved by:**

  
**LEILA S. PARAS**  
Assistant Commissioner  
Professional and Institutional Development Sector