



Republic of the Philippines  
**COMMISSION ON AUDIT**  
**REGIONAL OFFICE NO. IV-B (MIMAROPA)**

Commonwealth Ave., Constitution Hills, Quezon City  
 Telephone Nos. : 931-9304; 951-1346; 277-3417  
 e-mail address: coa4btraining@gmail.com

**SCHEDULE OF COURSE OFFERING FOR CY 2019**  
**(AGENCY PERSONNEL)**

DURATION		COURSE/SEMINAR	TARGET PARTICIPANTS	SEMINAR FEE
<b>MAY</b>				
	# of days			
20 - 22	3	Cash Management & Control System (CMCS)	Cashiers, Regular, Special Collecting/Disbursing Officers	₱6,000.00
28 - 31	4	Laws and Rules on Government Expenditures (LARGE)	Personnel involved in the processing of claims, and disbursements, including certifying and approving officers	₱8,000.00
<b>JUNE</b>				
3 - 5	3	Cash Management & Control System (CMCS)	Cashiers, Regular, Special Collecting/Disbursing Officers	₱6,000.00
17 - 20	4	Accounting for Non-Accountants	All personnel with no accounting background	₱8,000.00
<b>JULY</b>				
2 - 5	4	Property and Supply Management System (PSMS)	Property/Supply Officers, Property Custodians, Storekeepers and other personnel involved in managing the agency's office supplies and properties	₱8,000.00
<b>AUGUST</b>				
1 - 2	2	Rules and Regulations on Settlement of Accounts (RRSA) and Revised Rules on Procedures of COA (RRPC)	Personnel involved in the processing of claims, and disbursements, including certifying and approving officers	₱4,000.00
14 - 16	3	Gender and Development Planning, and Budgeting	Personnel involved in GAD Planning and Budgeting	₱6,000.00

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DURATION	COURSE/SEMINAR	TARGET PARTICIPANTS	SEMINAR FEE
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**SEPTEMBER**

# of days			
4 - 6	3	Appraisal and Disposal of Government Properties	Member of Appraisal and Disposal Committee and accounting personnel and property custodian ₱6,000.00
9 - 13	5	Barangay Financial Management	Barangay Officials (Chairman, Treasurer, Councilors and In-Charge of Appropriations) ₱10,000.00
17 - 20	4	Laws and Rules on Government Expenditures (LARGE)	Personnel involved in the processing of claims, and disbursements, including certifying and approving officers ₱8,000.00

**OCTOBER**

1 - 4	4	Property and Supply Management System (PSMS)	Property/Supply Officers, Property Custodians, Storekeepers and other personnel involved in managing the agency's office supplies and properties ₱8,000.00
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**NOVEMBER**

7 - 8	2	Rules and Regulations on Settlement of Accounts (RRSA) and Revised Rules on Procedures of COA (RRPC)	Personnel involved in the processing of claims, and disbursements, including certifying and approving officers ₱4,000.00
20 - 22	3	Gender and Development Planning, and Budgeting	Personnel involved in GAD Planning and Budgeting ₱6,000.00

Recommending Approval:

*MA. CORAZON S. GOMEZ*  
**MA. CORAZON S. GOMEZ**  
 Director IV  
 COA Regional Office No. IV-B

*MELANIE R. ANONUEVO*  
**MELANIE R. ANONUEVO**  
 Director IV *6 Feb 2019*  
 Professional Development Office, PIDS

**APPROVED/**  **DISAPPROVED**

*LUZ LORETO-TOLENTINO*  
**LUZ LORETO-TOLENTINO**  
 Assistant Commissioner  
 Professional and Institutional Development Sector