



Republic of the Philippines  
Department of Environment and Natural Resources  
**ENVIRONMENTAL MANAGEMENT BUREAU**  
Regional Office No. VIII  
DENR 8 Compound, Brgy. 2, Jones Extension, Tacloban City  
Tel No: (053) 832-1088 / (053) 832-2319  
Email Address: [embr8\\_records@emb.gov.ph](mailto:embr8_records@emb.gov.ph)



ENVIRONMENTAL MANAGEMENT BUREAU  
RECEIVED  
DATE 5-31-2022  
TIME 9:16

May 30, 2022

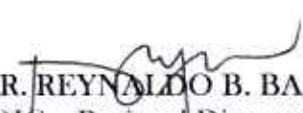
**Ms. CELIA S. TERADO**  
State Auditor III  
Audit Team Leader  
MGB Region 8  
Candahug, Palo, Leyte

Dear Ms. Terado,

In compliance with COA Memorandum dated May 5, 2022, we are respectfully submitting the accomplished Training Needs Assessment (TNA) form of Environmental Management Bureau Region VIII for CY 2022 2<sup>nd</sup> semester.

For your information and record.

Very truly yours,

  
**ENGR. REYNALDO B. BARRA**  
OIC - Regional Director



Republic of the Philippines  
**COMMISSION ON AUDIT**  
Regional Office No. VIII  
*Team R8-31, NGS Cluster 6 & 8 – Agriculture and Environment*  
**Mines and GeoSciences Bureau RO 08**  
Candahug, Palo, Leyte

Memorandum

For : Agency Heads of EMB 08, MGB 08, PENRO Northern Samar and  
DARPO Northern Samar

Subject : Training Needs Assessment (TNA) Form for Agency Personnel for CY  
2022 2<sup>nd</sup> Semester

Date : May 5, 2022

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The COA RO 08 Training Section is conducting a Training Needs Assessment to all Agency Personnel this 2<sup>nd</sup> Semester of Calendar Year 2022.

Relative thereto, may we request to fill up the TNA form, copy attached, to determine what webinar courses to offer this semester.

May we further request to please submit the accomplished form on or before May 31, 2022.

For compliance please.

Thank you.

  
CELIA S. TERADO  
State Auditor III  
Audit Team Leader



Republic of the Philippines  
**COMMISSION ON AUDIT**  
**REGIONAL OFFICE NO. VIII**  
 1516 Government Center, Candelaria, Palawan, Palawan

| TRAINING NEEDS ASSESSMENT FORM<br>(for Agency Personnel)                  |   |   |          |                |   |                 |
|---|---|---|----------|----------------|---|-----------------|
| Agency:   | Environmental Management Bureau Region VIII   |   |          | Agency Head:   | Engr. Reynaldo B. Barra   |                 |
| Address:  | DENR Compound, Brgy. 2, Jones Street  |   |          | Email Address: | embr8_records@emb.gov.ph  |                 |
| Contact No:   | (053) 832 - 2319  |   |          |                |   |                 |
| COURSE/SEMINAR  | COURSE DESCRIPTION  | TARGET PARTICIPANTS   | DURATION | SEMINAR FEE    | NAMES   | NO. OF NOMINEES |
| Webinar on Laws and Rules on Government Expenditures (LARGE)              | <p>The course focuses on various accounting and auditing rules and regulations governing disbursements of government funds, particularly those covering personnel services, traveling expenses, procurement of supplies and materials, repairs and maintenance of motor vehicles and government facilities, capital outlay and other forms of expenditures.</p> <p>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 and discussion and to facilitate understanding of fiscal laws and regulations on government expenditures.</p> | Personnel involved in the processing of claims, disbursements including certifying and approving officers | 4 days   | PhP 3,000.00   | Ma. Corazon Dacuyan<br>Francess Gin Cornelio<br>Lika Nel Mejido             | 3               |
| Webinar on 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 with the existing rules and regulations pertaining to the handling and custody of government funds and an appreciation of the related control.  | Cashiers, Regular and Special Collecting/Disbursing Officers in the Government Agencies                   | 3 days   | PhP 2,400.00   | Ma. Kristine Dalut<br>Shirlyne Jaca   | 2               |
| Online Training on Appraisal and Disposal of Government Properties (ADGP) | The course deals with the procedures and principles of the different approaches used in appraising government property for disposal.  | Members of Appraisal and Disposal Committee, Accounting Personnel and Property Custodians                 | 3 days   | PhP 2,400.00   | Jane Noveda<br>Lika Nel Mejido<br>Queenec Madejas<br>Ma. Corazon G. Dacuyan | 4               |



Republic of the Philippines  
**COMMISSION ON AUDIT**  
**REGIONAL OFFICE NO. VIII**  
 Leste Government Center, Caidabug, Palu, Laysa

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|---|---|---|----------|----------------|---|-----------------|
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| Address:  | DENR Compound, Brgy. 2, Jones Street  |   |          |                |   |                 |
| Contact No:   | (053) 832 - 2319  |   |          | Email Address: | embr8_records@emb.gov.ph  |                 |
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Republic of the Philippines  
**COMMISSION ON AUDIT**  
**REGIONAL OFFICE NO. VIII**  
East Government Center Building, Palis, Lungsod

**TRAINING NEEDS ASSESSMENT FORM**  
*(for Agency Personnel)*

|   |  |   |                 |                       |  |                        |                        |
|---|--|---|-----------------|-----------------------|--|------------------------|------------------------|
| <b>Agency:</b>  | Environmental Management Bureau Region VIII  |   |                 | <b>Agency Head:</b>   | Engr. Reynaldo B. Barra  |                        |                        |
| <b>Address:</b>   | DENR Compound, Brgy. 2, Jones Street   |   |                 | <b>Email Address:</b> | emb8_records@cmb.gov.ph  |                        |                        |
| <b>Contact No:</b>  | (053) 832 - 2319   |   |                 | <b>DURATION</b>       | <b>SEMINAR FEE</b>   | <b>NAMES</b>           | <b>NO. OF NOMINEES</b> |
| <b>COURSE/SEMINAR</b>   | <b>COURSE DESCRIPTION</b>  | <b>TARGET PARTICIPANTS</b>  | <b>DURATION</b> | <b>SEMINAR FEE</b>    | <b>NAMES</b>   | <b>NO. OF NOMINEES</b> |                        |
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