



Republic of the Philippines
PROVINCE OF BENGUET
OFFICE OF THE PROVINCIAL GOVERNOR
Poblacion, La Trinidad, Benguet



BAGONG PILIPINAS

May 16, 2025

MEMORANDUM

No.: 2025-157

TO : ALL DEPARTMENT HEADS AND CHIEFS OF OFFICES
This Administration

SUBJECT : NOMINATIONS TO AGIA TRAININGS/WEBINARS FOR 3rd QUARTER CY 2025

Attached for your information and action is an invitation letter from Ms. Dinah E. Pichay, President of the Association of Government Internal Auditors, Inc. (AGIA) informing our agency of trainings and webinars for the 3rd quarter of CY 2025.

Should you find the training relevant to your mandates, please submit your nominations not later than May 22, 2025 to the Provincial Human Resource Management and Development Office (PHRMDO) for endorsement of the Human Resource Development Committee (HRDC).

For information and compliance.


MELCHOR D. DICLAS, MD
Provincial Governor

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21 April 2025

HON. MELCHOR D. DICLAS
Governor
FGO - Benguet
Benguet 2601

PROVINCIAL HUMAN RESOURCE MANAGEMENT
AND DEVELOPMENT OFFICE

RECEIVED

MAY 13 2025

OFFICE OF THE PROVINCIAL GOVERNOR

MAY 09 2025

Dear Governor Diclas:

BY:

Greetings from the Association of Government Internal Auditors!

We are inviting participants from your office to attend our **Trainings/Webinars** for the **3rd Quarter of CY 2025**. These seminars are open not only to internal auditors but also to those who perform internal control functions as **accounting, budgeting, procurement, risk management, disposal, and other allied functions**.

The seminars are part of AGIA's commitment to assist government officials and employees to become more responsive and effective public servants in line with Administrative Order No. 278 issued in 1992, and in compliance with Section 3 of Administrative Order No. 70 series of 2003, both issued by the Office of the President, mandating the AGIA to ensure that all internal audit works in all government agencies be conducted in conformity with the standards of the internal audit profession.

Inclusive Dates	Time	Course Title	No. of Hours	Seminar Fee (On-line)	Seminar Fee (Face to Face) LIVE-OUT
July 2 - 4	8am - 5pm	INTERNAL CONTROL SYSTEM FOR PROPERTY AND SUPPLY MANAGEMENT (FACE-TO-FACE)	24	---	6,000.00
July 3 - 4	8am - 5pm	ROOT CAUSE ANALYSIS	16	2,500.00	---
July 7 - 9	8am - 5pm	CASH MANAGEMENT AND ITS INTERNAL CONTROL SYSTEM (FACE-TO-FACE)	24	---	6,000.00
July 7 - 10	8am - 12nn	THE PHILIPPINE BUDGETING SYSTEM	16	2,500.00	---
July 16 - 17	8am - 5pm	THE IMPLEMENTING RULES AND REGULATIONS OF THE NEW GOVERNMENT PROCUREMENT ACT. OR REPUBLIC ACT. NO. 12009	16	2,500.00	---
July 16 - 18	8am - 5pm	ACCOUNTING POLICIES, GUIDELINES, AND PROCEDURES FOR NATIONAL GOVERNMENT AGENCIES (NGAs)	24	3,750.00	---
July 23 - 25	8am - 5pm	AUDIT WORKING PAPER DEVELOPMENT (FACE-TO-FACE)	24	---	6,000.00
July 24 - 25	8am - 5pm	THE IMPLEMENTING RULES AND REGULATIONS OF THE NEW GOVERNMENT PROCUREMENT ACT. OR REPUBLIC ACT. NO. 12009)	16	2,500.00	---
July 29	8am - 5pm	LEADERSHIP AND ETHICS	8	1,250.00	---
July 31 - August 1	8am - 5pm	MANAGEMENT AUDIT	16	2,500.00	---
July 30 - August 1	8am - 5pm	INTERNAL CONTROL SYSTEM FOR PROPERTY AND SUPPLY MANAGEMENT (FACE-TO-FACE)	24	---	6,000.00
August 6 - 8	8am - 5pm	BASIC ACCOUNTING AND INTERNAL CONTROL FOR NON-ACCOUNTANTS (FACE-TO-FACE)	24	---	6,000.00
August 7 - 8	8am - 5pm	THE IMPLEMENTING RULES AND REGULATIONS OF THE NEW GOVERNMENT PROCUREMENT ACT. OR REPUBLIC ACT. NO. 12009)	16	2,500.00	---
August 27 - 28	8am - 5pm	THE IMPLEMENTING RULES AND REGULATIONS OF THE NEW GOVERNMENT PROCUREMENT ACT. OR REPUBLIC ACT. NO. 12009)	16	2,500.00	---

▪ INTEGRITY

▪ ACCOUNTABILITY

▪ PROFESSIONALISM



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Inclusive Dates	Time	Course Title	No. of Hours	Seminar Fee (On-line)	Seminar Fee (Face to Face) LIVE-OUT
August 27 - 29	8am - 5pm	PLANNING THE PROCUREMENT EFFECTIVELY, EFFICIENTLY AND ECONOMICALLY: CONCEPTS, PRINCIPLES AND TECHNIQUES (FACE TO FACE)	24	---	6,000.00
September 2-5	8am - 5pm	ISO 9001:2015/AMD 1:2024 INTERPRETATION, APPLICATION, AND DOCUMENTATION (QMS) (FACE TO FACE)	32	---	8,000.00
September 4-5	8am - 5pm	OPERATIONS AUDIT	16	2,500.00	---
September 11-12	8am - 5pm	THE IMPLEMENTING RULES AND REGULATIONS OF THE NEW GOVERNMENT PROCUREMENT ACT. OR REPUBLIC ACT. NO. 12009	16	2,500.00	---
September 10-12	8am - 5pm	BASIC INTERNAL CONTROL CONCEPTS AND INTERNAL AUDITING PRINCIPLES AND PRACTICES (FACE TO FACE)	24	---	6,000.00
September 17 - 19	8am - 5pm	GUIDING PRINCIPLES ON THE MANAGEMENT OF GOVERNMENT FUNDS AND PROPERTIES (FACE TO FACE)	24	---	6,000.00
September 18 - 19	8am - 5pm	STRATEGY-SETTING TO SUPPORT ORGANIZATIONAL OBJECTIVES	16	2,500.00	---
September 22	8am - 5pm	LEADERSHIP AND ETHICS	8	1,250.00	---
September 25 - 26	8am - 5pm	TOOLS AND TECHNIQUES FOR AUDIT ENGAGEMENT	16	2,500.00	---
September 25 - 26	8am - 5pm	THE IMPLEMENTING RULES AND REGULATIONS OF THE NEW GOVERNMENT PROCUREMENT ACT. OR REPUBLIC ACT. NO. 12009)	16	2,500.00	---
October 7 - 10	8am - 5pm	66th Annual National Convention cum Seminar on October 7-10, 2025 at the South National Highway, Puerto Princesa, Palawan, with the theme, "Sustainable Governance in the Public Sector: Reinforcing Leadership and Accountability" (Separate invitation will be issued)	HYBRID EVENT	Live-in Rate: 14,000.00 Live-out Rate: 11,200.00 Online/ Virtual 5,500.00	

Face-to-face trainings may be rescheduled or converted to virtual/online depending on the number of registrants. Registrants will be notified on the final mode of the training two (2) weeks prior to the training schedule. Face-to-face trainings are conducted at HOTEL KIMBERLY, #770 Pedro Gil St., Malate, Manila (in front of UP Manila).

FOR ONLINE REGISTRATION, please visit our website www.agiaphil.org. We encourage early confirmation and payment. Non-confirmation, non-payment or non-issuance of Agency's Guarantee Letter on or before the seminar schedule will not be accommodated.

Thank you for your continuous attendance/participation to AGIA trainings and events.

Very truly yours,


DINAH E. PICHAY, CICA, CESE, MM
President

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