



Civil Service Commission Regional Office V

Dear _____:

The Civil Service Commission Regional Office V is pleased to invite interested officials and employees of your good office to the **GAD Planning and Budgeting on 16-17 March 2023** via **Zoom**. This training shall focus on policy imperatives for GAD Planning and Budgeting, how to go about GAD Planning and Budgeting and an overview on how the Commission on Audit (COA) audits GAD Funds. Below are the details of this training:

GAD Planning and Budgeting	
Target Participants	Open to all interested participants
Investment Fee	PHP 2,000.00 (per participant)
Where and How to Register	Registration shall be done via this link: https://trd.zamitsolutions.net <ol style="list-style-type: none">1. Log-in to your account or create one if you have no account yet.2. Go to training calendar and look for the GAD Planning and Budgeting.3. Make sure that all the required fields have been accomplished.4. Tick the Data Privacy Agreement and click the register button to complete the registration. An email confirmation will be sent to you containing payment instructions. <p>Confirmation of slots shall be on a first-come, first-served basis upon payment of the investment fee.</p> <p>For bank deposits, fund transfer or LDDAP, please use the following account details: Bank: Land Bank of the Philippines (Legazpi City) Account Name: Civil Service Commission RO5 Account Number: 0132100330 <i>Warning: GCash and Credit Card Payments are NOT ACCEPTED</i></p> <ol style="list-style-type: none">5. Once payment has been made, please provide us with a scanned copy of your Official Receipt (O.R.) issued by the Civil Service Commission via electronic mail to: trpayments.cscro5@gmail.com or visit our nearest CSC RO V Field

Bawat Kawani, Lingkod Bayani

	<p>Office. Kindly state which training you will be paying for and whose name was registered.</p> <p>Investment fee is inclusive of training materials and training e-certificates.</p> <p>Replacements may be allowed five (5) days prior to the training so as not to forfeit the investment fee through an official letter-request sent to csc.trd@gmail.com.</p> <p>Failure to attend the training by a participant not caused by this office will not be subject to any refund.</p> <p>Cancellation of attendance should be made through a written request addressed to Director IV Daisy Punzalan Bragais at least fifteen (15) days before the schedule, otherwise, the registration fee will be forfeited.</p>
Mode of Delivery	Online (via Zoom)
Deadline of Registration and Payment	16 March 2023
Training Hours/ Curriculum Area	8 Hours Technical Training
Course Topics	<p>Legal Bases of GAD Plan and Budget</p> <p>Components of GAD Plan and Budget</p> <p>Overview on how COA audits GAD Fund</p>

Thank you and warm regards!

Very truly yours,


Atty. DAISY PUNZALAN BRAGAIS
 Director IV