

[CDA MEMORANDUM CIRCULAR NO. 2011-14, May 09, 2011]

STANDARD TRAINING CURRICULA FOR COOPERATIVE OFFICERS

Pursuant to Article 44 of Republic Act 9520 and Rule 7, Section 5 of its Implementing Rules and Regulations, and in consonance with Memorandum Circular (MC) No. 2011-01 dated February 22, 2011, the Cooperative Development Authority (CDA) hereby prescribes the standard training curricula of the following training courses for cooperative officers:

- 1) Basic Cooperative Course
- 2) Cooperative Management and Governance
- 3) Financial Management
- 4) Conflict Management
- 5) Parliamentary Procedure
- 6) Leadership and Values Re-Orientation
- 7) Strategic Planning
- 8) Audit Management
- 9) Records Management
- 10) Entrepreneurial & Business Management
- 11) Basic Accounting for Non-Accountants
- 12) Internal Control
- 13) Rules Formulation
- 14) Cooperative Standards

The standard training curricula contain the minimum requirements for each training course. The CDA Accredited Cooperative Training Provider must adopt these in the conduct of the training for the cooperative officers. Non-compliance therein shall be a valid ground for revocation/cancellation of their accreditation with the Authority.

Adopted: 09 May 2011

FOR THE BOARD OF ADMINISTRATORS:

(SGD.) EMMANUEL M. SANTIAGUEL, PH.D
Chairperson

