MEMORANDUM CIRCULAR No. 2012-07
Series of 2012

TO : ALL CONCERNED

SUBJECT : ADDENDUM TO MEMORANDUM CIRCULAR NO. 2011-27 ON THE IMPLEMENTATION OF THE TRAINING REQUIREMENTS FOR COOPERATIVE OFFICERS

As per the implementation of Article 44 of RA 9520 and Rule 7 of its Implementing Rules & Regulations, Memorandum Circular No. 2011-27, Section 2, is hereby amended to include the prioritization of training courses to be taken or complied with by the ETHICS COMMITTEE of the cooperative which shall be in accordance with the matrix described below:

<table>
<thead>
<tr>
<th>OFFICER</th>
<th>FIRST YEAR</th>
<th>SECOND YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ethics Committee</td>
<td>- Basic Cooperative Course</td>
<td>- Records Management</td>
</tr>
<tr>
<td></td>
<td>- Leadership and Values Re-orientation</td>
<td>- Basic Computer Program</td>
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<td></td>
<td>- Conflict Management</td>
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</tbody>
</table>

All the provisions specified in the Memorandum Circular No. 2011-27 shall also be applied.

This Memorandum Circular shall take effect upon approval of the CDA Board of Administrators and fifteen (15) days after filing with the Office of the National Administrative Registry (ONAR).

Approved by the CDA Board of Administrators pursuant to Resolution No. 094, s-2012 dated April 18, 2012.

THE BOARD OF ADMINISTRATORS

By:

EMMANUEL M. SANTIAQUEL, Ph.D.
Chairperson

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