



# COOPERATIVE DEVELOPMENT AUTHORITY

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## MEMORANDUM

**TO : ALL CONCERNED**

**SUBJECT : INCLUSION OF MEMBERS OF POOL OF TRAINERS OF PREVIOUSLY ACCREDITED LOCAL COOPERATIVE DEVELOPMENT OFFICES (LCDO) COOPERATIVE TRAINING PROVIDERS AND TECHNICAL PERSONNEL OF LCDO IN THE CERTIFICATION PROGRAM OF THE AUTHORITY**

In relation to Memorandum Circular No. 2023-12, series of 2023 on the Guidelines in the Implementation of the CDA Certification Program for Cooperative Development Officers (CDO) and Monitoring the Compliance of Certified Cooperative Development Officers, the following are now included in the coverage and may now apply for certification according to the provisions of the same Circular:

1. Members of the pool of trainers of previously accredited LCDO Cooperative Training Providers who are not Cooperative Development Officers but are technical employees of the Local Cooperative Development Office of the Local Government Unit (LGU). They shall comply with the requirements contained in Section VI. A. a.1-3 of the Circular.
2. Technical personnel of the Local Cooperative Development Office of the LGU by complying with the requirements under Section VI. B. b. 1-2 of the Circular.

Once certified, the performance of their responsibilities shall likewise be governed by the provisions of Memorandum Circular No. 2023-12, series of 2023.

Approved pursuant to CDA Board Resolution No. 514, S-2024 dated July 10, 2024.

Issued this 22<sup>nd</sup> day of July 2024.

**USEC. JOSEPH B. ENCABO**  
Chairperson

