



Republic of the Philippines  
DEPARTMENT OF FINANCE  
**BUREAU OF LOCAL GOVERNMENT FINANCE**  
8<sup>th</sup> Floor EDPC Building, BSP Complex, Roxas Boulevard, 1004 Manila  
www.blgf.gov.ph | blgf@blgf.gov.ph | +63 2 527 2780 / 527 2790

**MEMORANDUM CIRCULAR No. 04-02-2017**  
18 April 2017

**TO :** All BLGF Central and Regional Directors; and All Provincial, City and Municipal Assessors and Appraisers

**SUBJECT :** **Conduct of Continuing Professional Development (CPD) Courses: Skills Development Training on the Updating of Schedule of Market Values (SMV) and Conduct of General Revision (GR)**

The Bureau of Local Government Finance (BLGF), as an Institutional CPD Provider accredited by the Professional Regulation Commission, is pleased to offer the 2017 CPD courses on property appraisal/valuation for local government assessors/appraisers. In particular, the **Skills Development Training on the Updating of Schedule of Market Values (SMV) and Conduct of General Revision (GR)** will be conducted on May 15-19, 2017 in Tagaytay City (exact venue to be announced).

With this, you are invited to attend the abovementioned training to facilitate the renewal of Real Estate Appraiser license and to continue to institutionalize competency enhancement and capacity building offerings in the local assessment service. Please be advised that we will be accommodating a maximum of sixty five (65) participants per class on a **"First Come, First Serve Basis"**. Strictly, there will be no walk-in participants allowed to ensure that trainings are managed properly and the learning of participants is effectively facilitated. Additional schools/schedules will be organized, subject to the volume of applications received.

The training fee is Php1,500.00/day, which shall cover the cost of training kits, meals, snacks, honorarium of resource persons and other expenses related to the training. The training fee, transportation, per diems and incidental expenses of local government participants shall be charged to the funds of their respective offices, subject to the approval of the concerned Local Chief Executive (LCE).

Upon completion of the training, eligible participants shall be issued with a Certificate of Training equivalent to 40 CPD units, per approval from the PRC, under Accreditation Nos. 2013-002-1505, 2013-002-1507 and 2013-002-1509. For further information or details of the training program, you may visit our website [blgf.gov.ph](http://blgf.gov.ph) (CPE Course Offerings) or email [cbdblhf@gmail.com](mailto:cbdblhf@gmail.com), or you may call (02) 310-3139 and (+63) 9957764363.

For information and guidance of all concerned.

  
NIÑO RAYMOND B. ALVINA  
OIC Executive Director