



**VISAYAS**  
STATE UNIVERSITY

**OFFICE OF THE  
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**MEMORANDUM CIRCULAR NO. 240**  
Series of 2024

**TO: Researchers, and Financial Management and Planning Officers in VSU**

**RE: Call for Participants for the Training on Climate Change Expenditure Tagging (CCET)**

**FROM: PROSE IVY G. YEPES**  
University President

**DATE: October 21, 2024**

Following the Joint Memorandum Circular (JMC) 2015-01 issued by the Department of Budget and Management (DBM) and Climate Change Commission (CCC), State Universities and Colleges (SUCs) such as the Visayas State University, government-owned and controlled corporations (GOCCs), and national government agencies (NGA), are legally mandated to tag climate change-related programs/activities/projects (PAPs) in the budget forms using the climate change typologies. This exercise is important for the government to effectively track allocated public funds in efforts to mainstream climate change.

In compliance with the JMC, expertise on Climate Change Expenditure Tagging (CCET), that is the budget tagging of climate-related expenditures, is needed by technical staff and officers involved in the planning and budgeting processes. These people need to understand the standard climate change typologies and Quality Assurance and Review (QAR) process in preparing and submitting documents.

In this regard, the Visayas State University, through the Regional Climate Change Research and Development Center (RCCRDC) will once again conduct **CCET Training on November 4, 2024, 1:00PM to 5:00PM at the RCCRDC Training Hall D.**, to further strengthen climate change mainstreaming into the public expenditure. The target participants of this training are the faculty-researchers of VSU so that while preparing their project proposals, they can already tag their budgets that are related to CCAM.

The specific goals of this training are to:

- capacitate faculty-researchers of VSU on Climate Change Expenditure Tagging (CCET) and climate typology code to enhance their understanding about the tool;
- enhance tracking of climate change-related public expenditures; and
- mainstream climate change into public expenditure of VSU.

The number of participants is limited to 34 only, which will accommodate participants from the main campus and external campuses. To participate, please fill out the online registration form through <https://forms.gle/Y6wa9ojCnJArUAC86> on or before **November 3, 2024**.

Attached herewith is the training schedule and topic. For further inquiries and concerns, contact local 1095 or email [diane.naldo@vsu.edu.ph](mailto:diane.naldo@vsu.edu.ph).

For the information and compliance of all concerned.

**OFFICE OF THE PRESIDENT**

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**FM-OOP-02**  
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**Climate Change Expenditure Tagging (CCET) Training**  
**Venue: RCCRDC Training Hall D.**  
**Date: November 4, 2024**  
**Time: 1:00 PM – 5:00 PM**

**Training Schedule and Topic:**

Day/Time	Activity	Responsible Person
<b>November 4, 2024</b>		
1:00 – 1:30	<b>Registration</b>	<b>Merlin R. Lebante</b> <b>Diane Pearl A. Naldo</b>
1:30 – 2:00	<b>Opening Program</b> <ul style="list-style-type: none"> <li>• Invocation</li> <li>• Welcome Remarks</li> <li>• Training Overview</li> </ul>	<b>Dr. Dennis P. Peque</b> <b>Joana Marie S. Estares</b>
2:00 – 3:00	<b>CCET Overview</b> <ul style="list-style-type: none"> <li>• Policies</li> <li>• Institutional Arrangements</li> <li>• CCET Over the Years</li> </ul>	<b>Dr. Dennis P. Peque</b>
3:00 – 4:00	<b>CCET Tagging Process</b> <ul style="list-style-type: none"> <li>• Step-by-step process of CCET</li> <li>• CCET Typology Code</li> <li>• QAR and BP 207 Forms Preparation</li> </ul>	<b>Joana Marie S. Estares</b> <b>Diane Pearl A. Naldo</b>
4:00 – 4:40	<b>CCET Workshop</b> <ul style="list-style-type: none"> <li>• Tagging of PAPs and preparation of forms</li> <li>• Presentation of Outputs</li> </ul>	<b>Participants</b> <b>Resource Persons</b>
4:40 – 5:00	<b>Giving of Certificates and Closing</b>	<b>Dr. Dennis P. Peque</b>