

ICTO-RWUPF No.

(to be filled up by ICTO)

Revised 2021

**Technical Education and Skills Development Authority**  
East Service Road, South Luzon Superhighway (SLEX), Fort Bonifacio, Taguig  
1630  
**INFORMATION AND COMMUNICATION TECHNOLOGY OFFICE (ICTO)**  
IT Operations Division (ITOD)

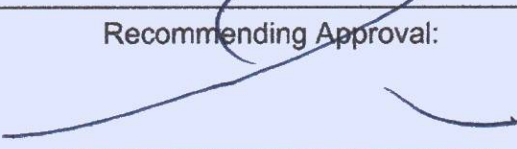
**REQUEST FOR WEBSITE UPLOADING/POSTING FORM**

Requesting Office/ Division:	FMS – Accounting Division
Date of Request	April 16, 2024
Assigned Focal/ Contact Person	FERLY J. ANLACAN
Local:	8818-1014

Please indicate document/s to be posted under required category and the location to be posted

Good Governance Conditions	Document Title/ Particulars
<input type="checkbox"/> Transparency Seal	• FAR No. 4 for the month of March 2024(Central Office)-=Regular Fund
<input type="checkbox"/> Procurement / PhilGEPs	
<input type="checkbox"/> Citizen's Charter	
<input type="checkbox"/> Others, pls. specify	
<b>GAA Conditions</b>	
<input type="checkbox"/> TWSP Quarterly Physical and Financial report	
<b>Others</b>	
Please specify	



Recommending Approval:   <b>GARRIEL M. SAUGON</b> Chief Accountant -Accounting Division, FMS	Approved by:  <b>LORENZO EMANUEL L. GUILLERMO</b> Executive Director, ICTO
--	---

**NOTE:** Please submit to **ICTO** the soft copy of document/s for uploading **at least two (2) working days** before the expected date of posting. Posting/Uploading of document/s is/are **within three (3) working days** upon receipt of the softcopy and the approved form.



## MEMORANDUM

FMS No. 091 S. 2024

**FOR** : THE EXECUTIVE DIRECTOR, ICTO

**FROM** : THE OFFICER-IN-CHARGE  
Financial and Management Service

**SUBJECT** : REQUEST FOR WEBSITE UPLOADING

**DATE** : 16 APRIL 2024

---

This pertains to the **Financial Accountability Report (FAR 4)-Regular Fund** for the month of March 2024.

May we request for the uploading of the attached document to the TESDA website.

For your appropriate action, please.

  
**SAMAD B. DIBANSA**  
FMS-2024 