



Republic of the Philippines
Department of Health
FOOD AND DRUG ADMINISTRATION



01 February 2016

FDA MEMORANDUM CIRCULAR

No. 2014-012-A

SUBJECT: Amendment to FDA Memorandum Circular No. 2014-012, "Payment of FDA Academy Training and Seminar Fees in all Branches of the Development Bank of the Philippines"

In the interest of the effective and efficient public service, and to align our current procedure on the acknowledgement of client's payment of FDA Academy Training and Seminar Fees, paragraph #3 of FDA Memorandum Circular No. 2014-012 dated 03 September 2014 "Payment of FDA Academy Training and Seminar Fees in all Branches of the Development Bank of the Philippines" is hereby amended to:

"The bank will report to FDA through email of all payments made on a daily basis. Participants must email to FDA Academy the scanned copy of the machine validated Assessment Form. FDA Academy shall submit these forms to Accounting on a daily basis for verification. After verification, FDA Academy will acknowledge the payment of the applicant through online issuance of Confirmation Slip within five (5) working days"

All other provision in FDA Memorandum Circular No. 2014-012 are still in effect.


MARIA LOURDES C. SANTIAGO, MSc, MM
OIC, Director General

