

Name of Extension/Public Service (The name of the service being offered)	Training of Trainers (TOT) for the Accredited Training Providers (ATPs) of the Cooperative Development Authority (CDA)
Objective (Description of the service being provided; History of service provision)	<p>This training aims to enhance and upgrade the knowledge, skills and attitudes of the trainers of the Accredited Training Providers (ATPs) and/or prospective applicants to the CDA Accreditation Program, in conducting and managing training programs of cooperatives.</p> <p>At the end of the training, the participants should be able to develop a common understanding of the cooperative as a strategy for poverty alleviation and sustainable development. They are expected to be able to define concepts, principles, processes and methods of training management of various CDA courses, as well as demonstrate skills in preparation and delivery of a training course responsive to the learning needs of the participants. Lastly, they are expected to develop an action plan for the implementation of the cooperative training courses.</p> <p>As an Accredited Training Provider, the ICOPED has conducted a total of six TOTs from 2011 to 2016.</p>
Duration/Date	Four days
Target Beneficiaries	Accredited Training Providers (ATPs) and/or prospective applicants to the CDA Accreditation Program. Please note that the ICOPED can accommodate a minimum of 25 and a maximum of 40 participants per TOT.
Cost of Participation	Php 1,200 per day per participant inclusive only of food, training kit and honoraria of resource persons and training staff
Office in Charge	Institute of Cooperatives and Bio-Enterprise Development
Office Profile Degree granting or non-degree granting Purpose of creation Location in the hierarchy (Background of the office providing the service i.e. Number of personnel and Key personnel)	<p>The Institute of Cooperative and Bio-Enterprise Development (ICOPED) is an academic unit under the College of Economics and Management, University of the Philippines Los Baños that focuses on the development of cooperatives as viable economic and social enterprises through its instruction, research, extension, and training programs.</p> <p>The ICOPED is a duly accredited cooperative training provider (ATP) that offers training courses prescribed by the Cooperative Development Authority (CDA) pursuant to Article 44 of the Philippine Cooperative Code of 2008 (R.A. 9520) and the Section 5 of Rule 7 of its Implementing Rules and Regulations. The Institute aims to equip professionals with the necessary competencies and skills to manage and operate cooperatives, and improve the abilities of cooperative</p>

providing the service)	<p>development workers for successful implementation and monitoring of cooperatives and development programs and projects.</p> <p>ICOPED envisions to be a center of excellence for instruction, research, and extension in the field of cooperatives and bio-enterprise development in the Philippines and Asia. It is composed of 11 personnel including the Director, three faculty members, four REPS, and three support staff, each with important contributions to the provision of extension services.</p>
Awards/recognition received by the office (The awards given by or received by the office offering the service, if any)	
Official website and Social media accounts (The link to the official website of the service)	Official Website: http://www.icoped.com Facebook Page: https://www.facebook.com/icopeduplb/
External links for documentation (The external links featuring the service [for the electronic copy, e.g. features in newspapers etc.])	
Contact details (The contact details of the head of the unit offering the service: fax, telephone, email, snail mail, map)	Dr. Zenaida M. Sumalde Director Institute of Cooperatives and Bio-Enterprise Development College of Economics and Management University of the Philippines Los Baños College, Laguna 4031 Telefax: (63) (049) 536 3266 E-mail: zmsumalde@up.edu.ph
Other Remarks	