



Republic of the Philippines
DEPARTMENT OF BUDGET AND MANAGEMENT
Malacañang, Manila

CIRCULAR LETTER

NO. 2013 - 9

Date: October 30, 2013

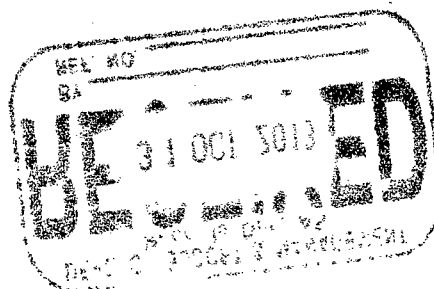
TO : All Heads of Departments, Agencies, State Universities and Colleges, Government-Owned and/or Controlled Corporations receiving Budgetary Support from the National Government and other offices of the National Government

SUBJECT: **Fora on the Guidelines in the Submission of Budget Execution Plans and Targets for 2014 and Subsequent Years**

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- 1.0 Following the approval of National Budget Circular No. 550 which prescribes the changes in the Budget Execution Documents (BEDs) to be prepared by implementing agencies for 2014 and subsequent years, a series of fora on the circular will be conducted for the heads of budget and accounting units, and the Planning Officer of all departments/agencies concerned.
 - 2.0 The objectives of the fora are:
 - 2.1 To discuss preliminary activities towards operationalizing the GAA as a release document;
 - 2.2 To present to the participants the highlights of the guidelines in the submission of the BEDs for 2014 and subsequent years;
 - 2.3 To discuss the changes in the forms to properly reflect the coding system under the UACS and the agency deliverables and targets under the PIB structure; and
 - 2.4 To help the agencies better understand the modifications and how to properly effect the changes in the prescribed documents that they will prepare and submit to DBM as basis for fund release in 2014.
 - 3.0 For better information-sharing and dialogue between the DBM and the implementing agencies, the fora will be conducted by DBM bureau coverage.
 - 4.0 The grouping of participants and corresponding schedule of fora is attached as Annex A.

- 5.0 Department/agency heads are hereby required to send the names of their participants to the DBM bureau in charge not later than two days before the scheduled fora for the agency.
- 6.0 The fora will be held at the Heritage Hotel Manila, Roxas Boulevard cor. EDSA, Pasay City.
- 7.0 The full support and cooperation of all concerned is enjoined to ensure the proper preparation and on-time submission of the BEDs which will facilitate the efficient and effective implementation of department/agency programs and projects.
- 8.0 For compliance.

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FLORENCIO B. ABAD
Secretary



**Briefing on the Guidelines in the Preparation and Submission of BEDs
for 2014 and Subsequent Years**

Schedule of Briefings

DATE	TIME	TARGET PARTICIPANTS	NGAs/Attached Agencies/GOCCs/SUCs	TOTAL	GRAND TOTAL
Nov. 7	8 a.m. to 11:30 a.m.	Heads Budget, Planning and Accounting Units of NGAs, Attached Agencies, OEOs, Constitutional Offices (Total=3/agency)	DTI, DOT, DOE, DOTC, DPWH Attached Agencies = 13 OEOs (ERC) PRRC, MMDA	15 39 3 6	63
	1:00 p.m. to 4:30 p.m.	- do -	DepEd, DSWD, DOLE, DOH, CHED Attached Agencies = 19 OEOs (PSC, PRC, NLP, NAP, GAB, NHCP, NCCA, HLURB, HUDCC, MTRCB, OMB, FDCP, NAPC, PCW, PCUP, NCIP, CFL)	15 57 51	123
Nov. 8	8 a.m. to 11:30 a.m.	- do -	OP, OVP, DBM, DOF, DFA, PCOO, NEDA, CSC, COA, COMELEC, CHR, CESB Attached Agencies = 29 OEOs (AMLC, OPAPP, CFO, PLLO, PMS, PCDSPO, GCG, MINDA, LEDAC)	36 87 27	150

DATE	TIME	TARGET PARTICIPANTS	NGAs/Attached Agencies/GOCCs/SUCs	TOTAL	GRAND TOTAL
Nov. 8	1:00 p.m. to 4:30 p.m.	- do -	DND, DILG, DOJ, JUDICIARY, OMBUDSMAN, Congress, ARMM(5)	33	150
			Attached Agencies = 34	102	
			DEOs (NICA, NSC, PDEA, DDB, NCMA)	15	
Nov. 12	8 a.m. to 11:30 a.m.	- do -	DAR, DA, DENR, DOST	12	120
			Attached Agencies = 34	105	
			OEO (CCC)	3	
	1:00 p.m. to 4:30 p.m.	Heads of Budget, Planning and Accounting of GOCCs receiving budgetary support. (Total=3/GOCC)	40 GOCCS	120	120