

DRN: FMV-A-COMM-20-05-62776-S

MEMORANDUM

FOR : ALL HEADS OF OFFICES BUREAUS SERVICES
Central and Field Offices

FROM : THE UNDERSECRETARY FOR GASSG

SUBJECT : FINANCIAL MANAGEMENT GUIDELINES NO. 13, SERIES OF 2020:
DEADLINE OF PAYMENT FOR ALL OBLIGATIONS FOR THE YEAR 2019

DATE : 28 MAY 2020

This pertains to Executive Order No. 91, series of 2020 on the implementation of the Cash Budgeting System beginning Fiscal Year 2019. Section 5 (b) of the said EO states that:

"SECTION 5. TRANSITORY PROVISIONS. In the first year of implementing the CBS, the concerned national government agencies and qualified GOCCs shall strictly comply with the following:

xxx

*b. Appropriations for maintenance and other operating expenses as well as other shall likewise be valid for obligation until 31 December 2019. On the other hand, the delivery, inspection and **payment** shall be made not later than 30 June 2020."* (emphasis provided).

On this, **all Disbursement Vouchers (DVs) for payment of obligations dated January 1 to December 31, 2019 must be submitted to your respective Accounting Division/Units on or before June 15, 2020.** Please ensure that said DVs are supported with complete and proper documents based on relevant procurement, budgeting, accounting, auditing rules and regulations. Said **DVs shall be strictly processed following the first-in first-out method (FIFO).**

Consistent with our citizen's charter, all DVs (with complete supporting documents) received by the Accounting Division on **June 24, 2020** and thereafter shall be accepted, however, completion of the review process and the payment on or before June 30, 2020 **shall not be guaranteed.**

Further, please be informed that the aforesaid EO **does not mention any possibility or means of payment of any unpaid CY 2019 obligations after June 30, 2020.** Thus, please submit corresponding DVs to ensure payments of the same and avoid possible complications in the future.

Finally, **unspent/unutilized balances at the close of business on June 30, 2020, of all cash advances and transfer of funds to all implementing agencies** (such as, but not limited to, Local Government Units, National Government Agencies, Government Owned and Controlled Corporations), with obligations dated January 1 to December 31, 2019, **must not be spent.** Any such disbursements after June 30, 2020 shall be disallowed. Consequently, said balances must be immediately refunded to the DSWD for further remittance to the Bureau of Treasury.

For your strict compliance, please.



JOSE ERNESTO B. GAVIOLA