

DRN: _____

MEMORANDUM

FOR : ALL OFFICES, BUREAUS, SERVICES AND UNITS
DSWD Central Office and Field Offices

ATTENTION : THE REGIONAL BUDGET OFFICERS
THE DESIGNATED FINANCE OFFICERS

FROM : THE DIRECTOR

SUBJECT : FINANCIAL MANAGEMENT GUIDELINES NO. 07 SERIES OF
2020: FRONTLOADING OF TARGETED OBLIGATIONS OF
1st SEMESTER UNDER CURRENT YEAR APPROPRIATIONS
TO CONTINUING APPROPRIATIONS

DATE : 20 FEBRUARY 2020

In relation to the submitted Annual Work and Financial Plan (WFP) for Continuing Appropriations, we observed that there are still Offices/Bureaus/Services both in Central and Field Offices that plan to obligate said appropriations up to 4th quarter of FY 2020.

Please be informed that we will no longer return said submitted WFP but to ensure the full utilization of Continuing Appropriations and to conform with the Financial Management Guidelines No. 03 dated 17 January that the 2019 Continuing Appropriations must be obligated not later than June 30, 2020, please frontload the second (2nd) semester allocation under your respective 2019 Continuing Appropriations WFP using your first (1st) semester programmed expenses in the targeted obligations of 1st Semester under Current Year Appropriations (2020) WFP. The Regional Budget Officers and Designated Finance Officers must monitor the frontloading of said funds and immediately submit requests for modification/reallocation¹ of funds, as maybe necessary.

Please be guided accordingly.

Thank you.



WAYNE C. BELIZAR

CF : Office of the Secretary
EXECOM

MPC/bcm



¹ The FMS extends deadline for the submission of requests for modification/reallocation for this purpose until 13 March 2020; please cite FM guidelines No. 7, s.2020 in your requests