

MEMORANDUM

FOR : **HEADS OF ALL OFFICES, BUREAUS, SERVICES AND UNITS**
 DSWD Central Office

FROM : **THE UNDERSECRETARY**
 General Administration and Support Services Group

SUBJECT : **FINANCIAL MANAGEMENT GUIDELINES (FMG) NO. 40:
 AMENDMENT OF FMG NO. 33-GUIDELINES ON THE RELEASE AND
 USE OF FY 2023 FUNDS**

DATE : **14 JULY 2023**

This is in relation to the Financial Management Guidelines No.33 of series 2022 which provides the timeline for the submission of requests for Sub-Allotment Order (Sub-ARO), Withdrawal of funds, obligation requests, and disbursement vouchers under Current and Continuing Appropriations.

In view of the request for extension received from various offices, the timeline for submission is hereby amended as follows:

PARTICULARS			PERIOD	
			FROM	TO
Sub-Allotment Order (Sub-ARO) ¹	Budget Division/Section	R.A. 11936 Current Appropriation	Comprehensive Release on or before February 17, 2023	On or before September 15, 2023
Withdrawal of Sub-ARO		R.A. 11639 Continuing Appropriation (MOOE and Capital Outlay)	1 st batch – March 15 – 19, 2023 2 nd batch – June 12 – 16, 2023 Last batch – September 6 – 12, 2023	On or before September 15, 2023
Obligation Request and Status (ORs)	Budget Division/Section	R.A. 11639 Continuing Appropriation	On or before June 30, 2023	On or before September 30, 2023
Disbursement Vouchers	Accounting Division/Section	(MOOE and Capital Outlay)	On or before September 30, 2023	On or before October 15, 2023
	Cash Division/Section		On or before October 31, 2023	

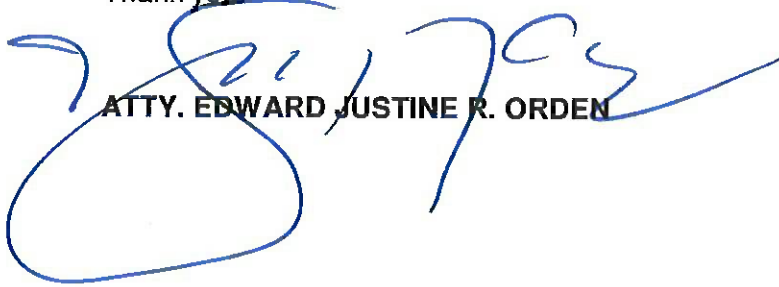
¹ Except for Sub-Allotment Order for purposes of Disaster response and Assistance in Crisis Situation (AICS).

Requests beyond the said timelines will not be processed and, if accommodated, this will be cited in their performance report card from FMS for the second semester of FY 2023.

All other provisions of the FMG not affected will remain to be enforced.

For your guidance and strict compliance, please.

Thank you



ATTY. EDWARD JUSTINE R. ORDEN