

Department  
Agency/Operating Unit  
Address

: Department of Social Welfare and Development  
: Office of the Secretary  
: Batasan Pambansa Complex, Constitution Hills Quezon City

ADVICE FOR USE OF PS ALLOTMENT (APSA) NO. 2020-12-0010  
Date: December 29, 2020

Funding Source

: Regular Agency Fund - General Fund - New General Appropriations - Specific Budget of National Government Agencies

Legal Basis

: RA 11465 Regular 2020 CURRENT APPROPRIATION

REGIONAL OFFICE CAR

DEFICIENT ITEMS (TO) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320101100001000 Services for residential and center-based clients	03300014 Regional Office CAR	PS	Salaries and Wages - Regular 50101010 01	19,185.19
			Salaries and Wages - Casual/Contractual 50101020 00	989.81
			TOTAL	20,175.00

SOURCE ITEMS (FROM) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320101100001000 Services for residential and center-based clients	03300014 Regional Office CAR	PS	Subsistence Allowance Magna Carta Benefits for Public Social Workers 50102050 04	(20,175.00)
			TOTAL	(20,175.00)

DEFICIENT ITEMS (TO) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
3501001000001000 Provision of technical/advisory assistance and other related support services	03300014 Regional Office CAR	PS	Salaries and Wages - Regular 50101010 01	3,414.56
			Salaries and Wages - Casual/Contractual 50101020 00	4,036.60
			TOTAL	7,451.16

SOURCE ITEMS (FROM) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
3501001000001000 Provision of technical/advisory assistance and other related support services	03300014 Regional Office CAR	PS	Loyalty Award 50104990 15	(7,451.16)
			TOTAL	(7,451.16)

Prepared by:

*[Signature]*  
MERIEL P. CASTILLO  
Chief, Budget Division

Certified by:

*[Signature]*  
WAYNE C. BELZAR  
Director, Finance and Management Service

Recommended by:

*[Signature]*  
JOSE ERNESTO B. GAVIOLA  
Undersecretary for General Administration and Support Services

Approved by:

*[Signature]*  
RDLANDO JOSELITO D. BAUTISTA  
Secretary

Date:

Department : Department of Social Welfare and Development  
 Agency/Operating Unit : Office of the Secretary  
 Address : Batasan Pambarasa Complex, Constitution Hills Quezon City

**MODIFICATION ADVICE FORM (MAFI) NO. 2020-12-0027**  
 Date: December 31, 2020

Funding Source : Regular Agency Fund - General Fund - New General Appropriations - Specific Budget of National Government Agencies  
 Legal Basis : RA 11465 Regular 2020 CURRENT APPROPRIATION

**REGIONAL OFFICE CAR**

**DEFICIENT ITEMS (TO) :**

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
100000100001000 General Management and Supervision	0300014 Regional Office CAR	MOOE	Subscription Expenses 50299070 00	584,458.30
			<b>TOTAL</b>	<b>584,458.30</b>

**SOURCE ITEMS (FROM) :**

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
100000100001000 General Management and Supervision	0300014 Regional Office CAR	MOOE	Fuel, Oil and Lubricants Expenses 50203090 00	(201,622.69)
			Other Supplies and Materials Expenses 50203990 00	(256,071.85)
			Insurance Expenses 50215030 00	(24,805.76)
			Advertising Expenses 50299010 00	(10,000.00)
			Printing and Publication Expenses 50299020 00	(91,958.00)
			<b>TOTAL</b>	<b>(584,458.30)</b>

**DEFICIENT ITEMS (TO) :**

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320101100001000 Services for residential and center-based clients	0300014 Regional Office CAR	MOOE	Other Professional Services 50211990 00	21,548.60
			<b>TOTAL</b>	<b>21,548.60</b>

**SOURCE ITEMS (FROM) :**

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320101100001000 Services for residential and center-based clients	0300014 Regional Office CAR	MOOE	Rents - Motor Vehicles 50299050 03	(21,548.60)
			<b>TOTAL</b>	<b>(21,548.60)</b>

Handwritten notes and signatures at the bottom of the page, including the number 7,500.



PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
350100100001000 Provision of technical/advisory assistance and other related support services	0300014 Regional Office CAR	MOOE	Repairs and Maintenance Buildings 50213040 01	54,891.42
			Semi Expendable Office Equipment 50203210 02	333,000.00
			Fidelity Bond Premiums 50215020 00	77,645.59
			Other Maintenance and Operating Expenses 50299990 02	28,766.03
			<b>TOTAL</b>	<b>494,303.04</b>

SOURCE ITEMS (FROM) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
350100100001000 Provision of technical/advisory assistance and other related support services	0300014 Regional Office CAR	MOOE	Training Expenses 50202010 00	(43,874.94)
			Postage and Courier Services 50205010 00	(51,000.00)
			Representation Expenses 50299030 00	(398,925.10)
			Rents - Motor Vehicles 50299050 03	(503.00)
			<b>TOTAL</b>	<b>(494,303.04)</b>

Prepared by:

  
**MERIEL P. CASTILLO**  
 Chief, Budget Division


Recommended by:

  
**JOSE ERNESTO B. GAVIOLA**  
 Undersecretary for General Administration and Support Services

Certified by:

  
**WAYNE C. BELIZAR**  
 Director, Finance and Management Service

Approved by:

  
**ROLAND JOSELITO D. BAUTISTA**  
 Secretary  
 Date: \_\_\_\_\_

Department  
Agency/Operating Unit  
Address

: Department of Social Welfare and Development  
: Office of the Secretary  
: Batasan Pamansa Complex, Constitution Hills Quezon City

**MODIFICATION ADVISE FORM (MAF) NO. 2020-12-0003**  
Date: December 31, 2020

Funding Source : Regular Agency Fund - General Fund - New General Appropriations - Specific Budget of National Government Agencies  
Legal Basis : RA 11464 Regular 2019 CONTINUING APPROPRIATION

**REGIONAL OFFICE CAR**

**DEFICIENT ITEMS (TO) :**

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320101100001000 Services for residential and center-based clients	03000014 Regional Office CAR	MOOE	Food Supplies Expenses 50203050 00	27,631.65
			Other Maintenance and Operating Expenses 50299990 02	16,500.00
			<b>TOTAL</b>	<b>44,131.65</b>

**SOURCE ITEMS (FROM) :**

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320101100001000 Services for residential and center-based clients	03000014 Regional Office CAR	MOOE	Training Expenses 50202010 00	(44,131.65)
			<b>TOTAL</b>	<b>(44,131.65)</b>

Prepared by:

  
**MERIEL P. CASTILLO**  
Chief, Budget Division

Recommended by:

  
**JOSE ERNESTO B. GAVIOLA**  
Undersecretary for General Administration and Support Services

Certified by:

  
**WAYNE C. BELIZAR**  
Director, Finance and Management Service

Approved by:

  
**ROLANDO JOSÉLITO D. BAUTISTA**  
Secretary

Date: \_\_\_\_\_



Department  
Agency/Operating Unit  
Address

: Department of Social Welfare and Development  
: Office of the Secretary  
: Batasan Pamantasan Complex, Constitution Hills Quezon City

ADVICE FOR USE OF PS ALLOTMENT (APSA) NO. 2020-12-0010

Date: December 29, 2020

09688

Funding Source  
Legal Basis

: Regular Agency Fund - General Fund - New General Appropriations - Specific Budget of National Government Agencies  
: RA 11465 Regular 2020 CURRENT APPROPRIATION

REGIONAL OFFICE CAR

DEFICIENT ITEMS (TO) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320101100001000 Services for residential and center-based clients	0300014 Regional Office CAR	PS	Salaries and Wages - Regular 50101010 01	19,185.19
			Salaries and Wages - Casual/Contractual 50101020 00	989.81
			<b>TOTAL</b>	<b>20,175.00</b>

SOURCE ITEMS (FROM) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320101100001000 Services for residential and center-based clients	0300014 Regional Office CAR	PS	Subsistence Allowance Magna Carta Benefits for Public Social Workers 50102050 04	(20,175.00)
			<b>TOTAL</b>	<b>(20,175.00)</b>

DEFICIENT ITEMS (TO) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
330100100001000 Provision of technical/advisory assistance and other related support services	0300014 Regional Office CAR	PS	Salaries and Wages - Regular 50101010 01	3,414.56
			Salaries and Wages - Casual/Contractual 50101020 00	4,036.60
			<b>TOTAL</b>	<b>7,451.16</b>

SOURCE ITEMS (FROM) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
330100100001000 Provision of technical/advisory assistance and other related support services	0300014 Regional Office CAR	PS	Loyalty Award 50104990 15	(7,451.16)
			<b>TOTAL</b>	<b>(7,451.16)</b>

Prepared by:

*Meriel P. Castillo*  
MERIEL P. CASTILLO  
Chief, Budget Division

Certified by:

*Wayne C. Belzar*  
WAYNE C. BELZAR  
Director, Finance and Management Service

Recommended by:

*Jose Ernesto B. Gavio*  
JOSE ERNESTO B. GAVIOLA  
Undersecretary for General Administration and Support Services

Approved by:

*Roldando Joselito D. Bautista*  
ROLDANDO JOSELITO D. BAUTISTA  
Secretary

Date: \_\_\_\_\_

Department  
Agency/Operating Unit  
Address

: Department of Social Welfare and Development  
: Office of the Secretary  
: Batasan Pambansa Complex, Constitution Hills Quezon City

**MODIFICATION ADVICE FORM (MAF) NO. 2020-12-0027**  
Date: December 31, 2020

Funding Source : Regular Agency Fund - General Fund - New General Appropriations - Specific Budget of National Government Agencies  
Legal Basis : RA 11465 Regular 2020 CURRENT APPROPRIATION

**REGIONAL OFFICE CAR**

**DEFICIENT ITEMS (TO) :**

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
100000100001000 General Management and Supervision	0300014 Regional Office CAR	MOOE	Subscription Expenses 50299070 00	584,458.30
			<b>TOTAL</b>	<b>584,458.30</b>

**SOURCE ITEMS (FROM) :**

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
100000100001000 General Management and Supervision	0300014 Regional Office CAR	MOOE	Fuel, Oil and Lubricants Expenses 50203090 00	(201,622.69)
			Other Supplies and Materials Expenses 50203990 00	(256,071.85)
			Insurance Expenses 50215030 00	(24,805.76)
			Advertising Expenses 50299010 00	(10,000.00)
			Printing and Publication Expenses 50299020 00	(91,958.00)
			<b>TOTAL</b>	<b>(584,458.30)</b>

**DEFICIENT ITEMS (TO) :**

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320101100001000 Services for residential and center-based clients	0300014 Regional Office CAR	MOOE	Other Professional Services 50211990 00	21,548.60
			<b>TOTAL</b>	<b>21,548.60</b>

**SOURCE ITEMS (FROM) :**

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320101100001000 Services for residential and center-based clients	0300014 Regional Office CAR	MOOE	Rents - Motor Vehicles 50299050 03	(21,548.60)
			<b>TOTAL</b>	<b>(21,548.60)</b>



**MEMORANDUM**

**FOR :** DIRECTOR LEO L. QUINTILLA  
 DSWD Field Office CAR

**FROM :** THE DIRECTOR IV  
 Finance and Management Service

**SUBJECT :** REQUEST FOR REALLOCATION OF FUNDS

**DATE :** 1 DECEMBER 2020

Please be informed that your request for reallocation of fund was approved under P/A/P 32010100001000 Center and Residential Care Facilities (CRCF-PMB) as specified below:

**Reallocation 2020-CRCF-PMB-CAR-8**

Sub-ARO No.	FROM		TO	
	Object Code	AMOUNT	Object Code	AMOUNT
32010110 0001000 (CRCF- PMB)-02- 2020- CAR-3	Training Expenses 50202010-00	75,436.64	Food Supplies Expenses 50203050-00	75,436.64
<b>TOTAL</b>		<u><b>75,436.64</b></u>	<b>TOTAL</b>	<u><b>75,436.64</b></u>

Said approval is based on the recommendation of the Center and Residential Care Facilities (CRCF) in her/his Memorandum to the Director, of the Finance and Management Service and approval of their cluster head both dated September 25, 2020, supported with the following documents:

- a. Request/approval from Bureau/Service/Cluster Head;
- b. Certificate of Actual Deficiency and sources of funds; and
- c. Variance analysis.

The disbursement of fund is subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

  
**MERIEL P. CASTILLO**  
 Chief, Budget Division for Regular Programs

Approving Authority:

  
**WAYNE C. BELIZAR**  
 Director, Finance and Management Service

cf: CRCF-PMB

MEMORANDUM

*12/21/2020  
For recording  
pls. Sign 12/21/20*

FOR : DIRECTOR LEO L. QUINTILLA  
DSWD Field Office CAR  
FROM : THE DIRECTOR IV  
Finance and Management Service  
SUBJECT : REQUEST FOR REALLOCATION OF FUNDS  
DATE : 1 DECEMBER 2020

Please be informed that your request for reallocation of fund was approved under P/A/P  
**32010100001000** Center and Residential Care Facilities (CRCF-PMB) as specified below:

Reallocation 2020-CRCF-PMB-CAR-8


Sub-ARO No.	FROM		TO	
	Object Code	AMOUNT	Object Code	AMOUNT
32010110 0001000 (CRCF- PMB)-02- 2020- CAR-3	Training Expenses 50202010-00	75,436.64	Food Supplies Expenses 50203050-00	75,436.64
<b>TOTAL</b>		<u>75,436.64</u>	<b>TOTAL</b>	<u>75,436.64</u>

Said approval is based on the recommendation of the Center and Residential Care Facilities (CRCF) in her/his Memorandum to the Director of the Finance and Management Service and approval of their cluster head both dated September 25, 2020, supported with the following documents:

- a. Request/approval from Bureau/Service/Cluster Head;
- b. Certificate of Actual Deficiency and sources of funds; and
- c. Variance analysis.

The disbursement of fund is subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

  
**MERIEL P. CASTILLO**  
Chief, Budget Division for Regular Programs

Approving Authority:

  
**WAYNE C. BELIZAR**  
Director, Finance and Management Service

cf: CRCF-PMB

DSWD-CAR  
Approved  
Date: 22 DEC, 2020  
**RECEIVED**



**MEMORANDUM**

**FOR :** DIRECTOR LEO L. QUINTILLA  
 DSWD Field Office CAR

**FROM :** THE DIRECTOR IV  
 Finance and Management Service

**SUBJECT :** REQUEST FOR REALLOCATION OF FUNDS

**DATE :** 1 DECEMBER 2020

Please be informed that your request for reallocation of fund was approved under P/A/P 32010100001000 Center and Residential Care Facilities (CRCF-PMB) as specified below:

**Reallocation 2020-CRCF-PMB-CAR-8**

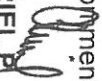
Sub-ARO No.	FROM		TO	
	Object Code	AMOUNT	Object Code	AMOUNT
32010110 0001000 (CRCF-PMB)-02- 2020-CAR-3	Training Expenses 50202010-00	75,436.64	Food Supplies Expenses 50203050-00	75,436.64
<b>TOTAL</b>		<u>75,436.64</u>	<b>TOTAL</b>	<u>75,436.64</u>

Said approval is based on the recommendation of the Center and Residential Care Facilities (CRCF) in her/his Memorandum to the Director of the Finance and Management Service and approval of their cluster head both dated September 25, 2020, supported with the following documents:


- a. Request/approval from Bureau/Service/Cluster Head;
- b. Certificate of Actual Deficiency and sources of funds; and
- c. Variance analysis.

The disbursement of fund is subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

  
**MERIEL P. CASTILLO**  
 Chief, Budget Division for Regular Programs  
*Gm* *more* 124-125

Approving Authority:

  
**WAYNE C. BELIZAR**  
 Director, Finance and Management Service

of: CRCF-PMB

Department : Department of Social Welfare and Development  
 Agency/Operating Unit : Office of the Secretary  
 Address : Balasan Pambarse Complex, Constitution Hills Quezon City

MODIFICATION ADVICE FORM (MAF) NO. 2020-12-0001  
 Date: December 1, 2020

Funding Source : Regular Agency Fund - General Fund - New General Appropriations - Specific Budget of National Government Agencies  
 Legal Basis : RA 11465 Regular 2020 CURRENT APPROPRIATION

REGIONAL OFFICE CAR

DEFICIENT ITEMS (TO) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320103100001000 Social Pension for Indigent Senior Citizen	0300014 Regional Office CAR	MOOE	Semi Expendable Office Equipment 50203210 02	257,500.00
			Semi Expendable ICT Equipment 50203210 03	116,000.00
			Semi Expendable Furnitures and Fixtures 50203220 01	96,000.00
			Other Supplies and Materials Expenses 50203990 00	250,000.00
			Rents - Motor Vehicles 50299050 03	262,900.00
			Other Maintenance and Operating Expenses 50299990 02	182,919.00
			<b>TOTAL</b>	<b>1,165,319.00</b>

SOURCE ITEMS (FROM) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320103100001000 Social Pension for Indigent Senior Citizen	0300014 Regional Office CAR	MOOE	Traveling Expenses 50201010 00	(174,351.00)
			Training Expenses 50202010 00	(914,208.00)
			Representation Expenses 50299030 00	(76,760.00)
			<b>TOTAL</b>	<b>(1,165,319.00)</b>

Prepared by:

  
**MERIEL P. CASTILLO**  
 Chief, Budget Division


Recommended by:

  
**ASEC. RODOLFO M. SANTOS, CESO II**  
 Officer-In-Charge, General Administration and Support Services

Certified by:

  
**WAYNE C. BELZAR**  
 Director, Finance and Management Service

Approved by:

  
**ROLANDO JOSELLITO D. BAUTISTA**  
 Secretary

Date: \_\_\_\_\_



**MEMORANDUM**

**FOR :** DIRECTOR LEO L. QUINTILLA  
 DSWD Field Office CAR

**FROM :** THE DIRECTOR IV

**SUBJECT :** REQUEST FOR REALLOCATION OF FUNDS

**DATE :** 18 NOVEMBER 2020

Please be informed that your request for reallocation of fund was approved under P/A/P **330100100003000** – Quick Response Fund (QRF)- Current Appropriations as specified below:

Reallocation QRF-2020-CAR-2

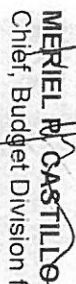
Sub-ARO No.	FROM		TO	
	OBJECT CODE	AMOUNT	OBJECT CODE	AMOUNT
330100100003000 (QRF)-02-2020- CAR-10	50299040-00 Transportation and Delivery Expenses	776,000.00	50203060-00 Welfare Goods Expenses	1,500,970.00
	50214990-00 Subsidies- Others	724,970.00	50299050-01 Rents- Buildings and Structures	258,200.00
	50299990-02 Other MOOE	257,380.00		
330100100003000 (QRF)-02-2020- CAR-75		820.00		
<b>TOTAL</b>		<u>1,759,170.00</u>	<b>TOTAL</b>	<u>1,759,170.00</u>

Said approval is based on the recommendation of the Director of the Disaster Response Management Bureau (DRMB) and approval of their Cluster Head in his Memorandum to the Director of the Finance and Management Service dated November 11, 2020 supported with the following documents:

- Request/approval from Bureau/Service/Cluster Head;
- Certificate of Actual Deficiency and sources of funds and;
- Variance Analysis.


The disbursement of fund is subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

  
**MERIEL R. CASTILLO**  
 Chief, Budget Division for Regular Program

cf: DRMB

Approving Authority:

  
**WAYNE C. BELIZAR**  
 Director, Finance and Management  
 Services

**MEMORANDUM**

**FOR :** DIRECTOR LEO L. QUINTILLA  
 DSWD Field Office CAR

**FROM :** THE DIRECTOR IV

**SUBJECT :** REQUEST FOR REALLOCATION OF FUNDS

**DATE :** 13 NOVEMBER 2020

Please be informed that your request for reallocation of fund was approved under P/A/P **330100100001000** – Disaster Response and Rehabilitation Program (DRRP)- Current Appropriation as specified below:

Reallocation 2020- DRRP-CAR-4

Sub-ARO No.	FROM		TO	
	Object Code	AMOUNT	Object Code	AMOUNT
330100100001000 (DRRP)-02-2020-CAR-13	50211990-00 Other Professional Services	4,501,007.61	50213050-03 RM- ICT Equipment	287,480.00
			50299990-02 Other MOOE	753,000.00
			-50203210-03 SE-ICT Equipment	3,011,995.00
			50203210-10 SE-Medical Equipment	133,500.00
			50203220-01 SE- Furniture & Fixtures	89,994.00
			50203990-00 Other Supplies Expenses	60,250.00
			50203010-00 Office Supplies Expenses	164,788.61
			50299030-00 Representation Expenses	227,000.00
			50204010-00 Water Expenses	64,180.40
			<b>TOTAL</b>	<b>4,728,007.61</b>

Said approval is based on the recommendation of the Director of the Disaster Response Management Bureau (DRMB) and approval of their Cluster Head in his Memorandum to the Director of the Finance and Management Service dated November 9, 2020 supported with the following documents:

- Request/approval from Bureau/Service/Cluster Head;
- Certificate of Actual Deficiency and sources of funds and;
- Variance Analysis.

The disbursement of fund is subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

  
**MERIEL P. CASTILLO**  
 Chief, Budget Division for Regular Program

cf: DRMB

Approving Authority:

  
**WAYNE C. BELIZAR**  
 Director, Finance and Management Services



**MEMORANDUM**

**FOR :** DIRECTOR LEO L. QUINTILLA  
 DSWD Field Office CAR

**FROM :** THE DIRECTOR IV

**SUBJECT :** REQUEST FOR REALLOCATION OF FUNDS

**DATE :** 13 NOVEMBER 2020

*From Budget*  
*Please Inform Demand on time. Sir*  
*Alp/23*

Please be informed that your request for reallocation of fund was approved under P/A/P 330100100001000 – Disaster Response and Rehabilitation Program (DRRP)- Current Appropriation as specified below:

Sub-ARRO No.	FROM		TO			
	Object Code	AMOUNT	Object Code	AMOUNT		
330100100001000 (DRRP)-02-2020-CAR-13	50211990-00 Other Professional Services	4,501,007.61	50213050-03 RM- ICT Equipment	287,480.00		
			50299990-02 Other MOOE	753,000.00		
			-50203210-03 SE-ICT Equipment	3,011,995.00		
			50203210-10 SE-Medical Equipment	133,500.00		
			50203220-01 SE- Furniture & Fixtures	89,994.00		
			50203990-00 Other Supplies Expenses	60,250.00		
			50203010-00 Office Supplies Expenses	164,788.61		
			50299030-00 Representation Expenses	227,000.00		
			<b>TOTAL</b>	<b>4,728,007.61</b>	<b>TOTAL</b>	<b>4,728,007.61</b>
			50204010-00 Water Expenses	64,180.40		

Said approval is based on the recommendation of the Director of the Disaster Response Management Bureau (DRMB) and approval of their Cluster Head in his Memorandum to the Director of the Finance and Management Service dated November 9, 2020 supported with the following documents:

- Request/Approval from Bureau/Service/Cluster Head;
- Certificate of Actual Deficiency and sources of funds and;
- Variance Analysis.

The disbursement of fund is subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

*[Signature]*  
**MERIEL P. CASTILLO**  
 Chief, Budget Division for Regular Program

cf: DRMB

Approving Authority:

*[Signature]*  
**WAYNE C. BELIZAR**  
 Director, Finance and Management Services

*TSWD-CFO*  
*Received*  
 FEB 22 2020  
*Janis*  
**RECEIVED**



DRN: FMS-RPBD-A-RQ-20-11-145184

**MEMORANDUM**

**FOR :** DIRECTOR LEO L. QUINTILLA  
DSWD Field Office CAR

**FROM :** THE DIRECTOR IV

**SUBJECT :** REQUEST FOR REALLOCATION OF FUNDS

**DATE :** 18 NOVEMBER 2020

Please be informed that your request for reallocation of fund was approved under P/A/P **330100100003000** – Quick Response Fund (QRF)- Current Appropriations as specified below:

Reallocation QRF-2020-CAR-2


Sub-ARO No.	FROM		TO	
	OBJECT CODE	AMOUNT	OBJECT CODE	AMOUNT
330100100003000 (QRF)-02-2020- CAR-10	50299040-00 Transportation and Delivery Expenses	776,000.00	50203060-00 Welfare Goods Expenses	1,500,970.00
	50214990-00 Subsidies- Others	724,970.00		
		257,380.00	50299050-01 Rents- Buildings and Structures	258,200.00
330100100003000 (QRF)-02-2020- CAR-75	50299990-02 Other MOOE	820.00		
<b>TOTAL</b>		<u>1,759,170.00</u>	<b>TOTAL</b>	<u>1,759,170.00</u>

Said approval is based on the recommendation of the Director of the Disaster Response Management Bureau (DRMB) and approval of their Cluster Head in his Memorandum to the Director of the Finance and Management Service dated November 11, 2020 supported with the following documents:


- Request/approval from Bureau/Service/Cluster Head;
- Certificate of Actual Deficiency and sources of funds and;
- Variance Analysis.



The disbursement of fund is subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

  
**MERIEL P. CASTILLO**  
Chief, Budget Division for Regular Program  
MWE WMC-113  
cf.: DRMB

Approving Authority:

  
**WAYNE C. BELIZAR**  
Director, Finance and Management  
Services

<p style="text-align: center;"><b>Definition of Alternative Work Arrangements</b></p>	<p><b>A. Work From Home</b> <i>(8 hours a day, 9:00am-4:00pm core hours)</i> Refers to an output-oriented work arrangement that authorizes the employees/workers to produce outputs/results and accomplishments outside of the Office</p> <p><b>B. Skeleton (Skeletal) Workforce</b> <i>(8 hours a day, 9:00am-4:00pm core hours)</i> Refers to a work arrangement where a minimum number of employees/workers is required to man the Office to render service when fill staffing is not possible</p> <p><b>C. Four-day (Compressed) Work-Week</b> <i>(40 hours a week, 9:00am-4:00pm core hours)</i> Refers to a work arrangement whereby the employees' workweek is compressed to four (4) days each week.</p> <p><b>D. Staggered Working Hours</b> <i>(8 hours per shift, including time per shift, excluding time lunch and breaks)</i> Refers to a work arrangement applicable to Offices that observe work shifting/flexible working time. For this purpose, staggered working refers to the existing 24/7 shifting schedule and the flexible working time schedule.</p> <p><b>E. Other Alternative Work Arrangements</b> Refer to work arrangements consisting of a combination of the above enumerated arrangements appropriate/applicable to the agency subject to the prevailing community quarantine in the area where the agency is located and the nature of work/job performed by the employees/workers.</p>
<p><small>"By signing herein, you agree that the DSWD Field Office CAR will collect, store, and process all personal/sensitive information that you provide in this document for the purpose of processing compensations and benefits under the Personnel Administration Section (PAS) for a period of one (1) year. Please be informed that the data may be shared within the DSWD only and shall not be disclosed or shared with other parties without your permission as the data subject. Personal information and sensitive personal information include all data as defined by Republic Act 10173 or the Data Privacy Act of 2012. All privacy concerns that shall emanate from this document must be directed to the Office of the Regional Director as the Personal Information Controller. Privacy complaints may be filed with the National Privacy Commission of the Republic of the Philippines."</small></p>	
<p><b>Certificate of Connectivity</b> I hereby certify that available communication and connectivity equipment/means is available for call/text message for the duration of the period specified above on the core hours of work. Further, reliable internet access is available should my Alternative Work Arrangements include Work From Home Arrangements.</p>	<p style="text-align: center;">   <b>TUPENG, JOCELYN T.</b>          AO IV       </p> <p style="text-align: right;">Date: _____</p>
<p><b>ENDORSED:</b></p>	<p style="text-align: center;">   <b>TUPENG, JOCELYN T.</b>          AO IV       </p> <p style="text-align: right;">Date: _____</p>
<p><b>APPROVED:</b></p>	<p style="text-align: center;"> <b>ROSE C. MOLDERO</b>          OIC Division Chief       </p> <p style="text-align: right;">Date: _____</p>
<p><b>RECOMMENDING APPROVAL:</b></p>	<p style="text-align: center;"> <b>ENRIQUE H. GASCON JR.</b>          OIC ARD for Administration       </p> <p style="text-align: right;">Date: _____</p>
<p style="text-align: center;"><b>LEO L. QUINTILLA</b> OIC REGIONAL DIRECTOR</p>	<p style="text-align: right;">Date: _____</p>



056377

3

**MEMORANDUM**

**FOR/TO** : **LEO L. QUINTILLA**  
OIC-Regional Director  
DSWD – Field Office CAR  
Baguio City

**FROM** : **THE DIRECTOR**  
Finance Management Service

**SUBJECT** : **REQUEST FOR REALLOCATION OF FUND**

**DATE** : **September 28, 2020**

Please be informed that your request for reallocation of fund was approved under P/A/P 350100100002000(SWIDB)-02-2020-CAR-2 Current Appropriation as specified below:

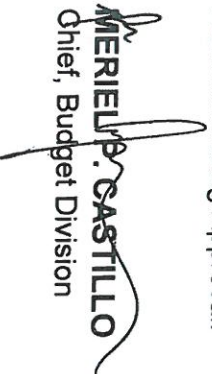
Sub-ARO #	FROM		TO	
	Code	Amount	Code	Amount
310100100002000 (SWIDB)-02-2020- CAR-2	50299030-00 (Representation Expenses)	112,000.00	50211990-00 (Other Professional Services)	112,000.00
	<b>TOTAL</b>	<b>112,000.00</b>		<b>112,000.00</b>

Said approval is based on the recommendation of the Undersecretary for Standards and Capacity Building Group in his memo to FMS Director and approval of their cluster head both dated July 28, 2020, supported with the following documents:

- Request/approval from SWIDB/Cluster Head;
- Certificate of Actual Deficiency and sources of funds; and
- Variance of analysis.

The disbursement of fund is subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

  
**MERIELL P. CASTILLO**  
Chief, Budget Division

Approving Authority:

  
**WAYNE C. BELIZA**  
Director, Finance and Management Service





Department of Social Welfare and Development

**FINANCE AND MANAGEMENT SERVICE**  
GENERAL ADMINISTRATION AND SUPPORT SERVICES GROUP

FMS-SPBD-A-COMM-20-09-118574-S  
FMS-9F-0001 (REV. 01/05 NOV 2019)



**MEMORANDUM**

DRN: FMS-SPBD-A-COMM-20-09-118574-S

**FOR :** DIRECTOR LEO L. QUINTILLA  
DSWD Field Office CAR  
**THRU :** NORIE C. CASTAÑEDA  
Budget Officer  
**FROM :** THE DIRECTOR IV  
Finance and Management Service

RRM OCT 12 2020 10:09

**SUBJECT :** APPROVED REALLOCATION OF FUNDS UNDER PANTAWID  
PAMILYANG PILIPINO PROGRAM  
**DATE :** 25 SEPTEMBER 2020

Please be informed that your request for reallocation of funds under Pantawid Pamilyang Pilipino Program (Current Appropriations) is hereby approved, as follows:

**REALLOCATION-CAR-6**

SUB-ARO No.	Object Code	Purpose	Amount	Object Code	Purpose	Amount
310100100 001000 (Pantawid) -02-2020- CAR-39- (GOP)	60101020-00 Salaries and Wages	Personnel Services Allotment for the payment of Hazard pay of Pantawid Pamilya staff relative to the Covid 19 Outbreak	P1,151,000.00	60101020-00 Salaries and Wages	Personnel Services Allotment for the payment of salaries and wages, other benefits and other compensations of Pantawid Pamilya Contractual staff for CY 2020	P 1,151,000.00
<b>SUB TOTAL - Personnel Services</b>			<b>1,151,000.00</b>			
310100100 001000 (Pantawid) -02-2020- CAR-39- (GOP)	60211990-00 Other Professional Service	Cost of Service Allotment for the payment of Hazard pay of Pantawid Pamilya staff relative to the Covid 19 Outbreak	61,250.00	60211990-00 Other Professional Service	Cost of Service Allotment to cover the implementation Operating Cost (IOC) requirements to Pantawid Pamilya for FY 2020	61,250.00
<b>SUB-TOTAL -Cost of Service</b>			<b>61,250.00</b>			



Account Code	Object Code	Project	Activity	Appropriation	Objective Code	Project	Activity	Appropriation				
310100100 001000 (Pantawid) -02-2020- CAR-19- (GOP)	50203990-00 Other Supplies and Materials Expenses	Advocacy Fund	Allotment for Incremental Operating Cost (IOC) for the Implementation of Pantawid Pamilyang Pilipino Program for FY 2020	10,250.00	50206020-00 Prizes	Advocacy Fund	Allotment for Incremental Operating Cost (IOC) for the Implementation of Pantawid Pamilyang Pilipino Program for FY 2020	10,250.00				
310100100 001000 (Pantawid) -02-2020- CAR-69- (GOP)	50299020-00 Printing and Publication Expenses	Advocacy Fund	Allotment to cover the Implementation Cost of RPMO and NPMO Initiated Social Marketing Activities for Second Semester of CY 2020	19,780.00	50206020-00 Prizes	Advocacy Fund	Allotment to cover the Implementation Cost of RPMO and NPMO Initiated Social Marketing Activities for Second Semester of CY 2020	19,780.00				
				27,440.00					27,440.00			
50299990- 099 Other MOOE				25,560.00	50299030-00 Representation Expense			25,560.00				
SUB TOTAL - Advocacy Fund				98,000.00				98,000.00				
310100100 001000 (Pantawid) -02-2020- CAR-19- (GOP)	50203010-00 Office Supplies Expenses	Administrative Cost Fund	Allotment to cover the Implementation Operating Cost (IOC)	258,820.00	50203210-03 Semi- Expendable ICT Equipment	Administrative Cost Fund	Allotment to cover the Implementation Operating Cost (IOC)	258,820.00				
				112,000.00				50203080-00 Medical, Dental and Laboratory Supplies Expenses	Allotment to cover the Implementation Operating Cost (IOC)	112,000.00		
				74,674.00								74,674.00
				12,200.00								12,200.00

92



Sub-ARO No.	From		To				
	Object Code	Purpose	Amount	Object Code	Purpose	Amount	
310100100 001000 (Pantawid) -02-2020- CAR-19. (GOP)	50206030-00 Internet Subscription Expenses	Administrative Cost Fund	150,000.00	50203080-00 Medical, Dental and Laboratory Supplies Expenses	Allotment for Incremental Operating Cost (IOC) for the Implementation of Pantawid Pamilyang Pilipino Program for FY 2020	150,000.00	
	50299030-00 Representation Expenses	Allotment to cover the Implementation Operating Cost (IOC) requirements of Pantawid Pamilya for FY 2020	220,835.00				220,835.00
	50203210-02 Semi- Expendable- Office Equipment		5,131.00				5,131.00
<b>SUB TOTAL - Administrative Cost Fund</b>			<b>833,660.00</b>			<b>833,660.00</b>	
<b>Grand Total</b>			<b>2,143,910.00</b>			<b>2,143,910.00</b>	

Said approval is based on the recommendation of the National Program Manager of Pantawid Pamilyang Pilipino Program and by the Undersecretary for Operations through a memorandum dated August 25, 2020.

Disbursements shall be charged against GOP funds, subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

*JGC*

**JANINE G. COSINO**

OIC Division Chief, Budget Division for Special Projects  
Finance and Management Service

Approving Authority:

*WCB*

**WAYNE C. BELZAR**

of Director Gemma R. de Buaya, Pantawid Pamilya National Program Manager

*WCB*





Department of Social Welfare and Development

**OFFICE OF THE UNDERSECRETARY**  
**GENERAL ADMINISTRATION AND SUPPORT SERVICES GROUP**  
OISG/ASSG-GF-0001 | REV 01/08 NOV 2019



20-10-3384

**MEMORANDUM**

**FOR :** OIC-DIRECTOR LEO L. QUINTILLA  
DSWD-Field Office CAR

**FROM :** THE DIRECTOR  
Finance and Management Service

**SUBJECT :** REQUEST FOR MODIFICATION OF ALLOTMENT

**DATE :** 21 SEPTEMBER 2020

This refers to your request for modification of certain allocation of the Maintenance and Other Operation Expenses (MOOE) released under the Direct Release Funds (Current and Continuing Appropriations) of the Field Office CAR to conform to appropriate account code based on the CY 2020 Work and Financial Plan for Current Appropriation vis-à-vis the CY 2020 GAA.

On this, we are forwarding you herewith the following approved Modification Advice Nos.:

1. 2020-06-0018 dated June 30, 2020;
2. 2020-08-0013 dated August 12, 2020; and
3. 2020-09-0001 dated September 3, 2020

Said approval shall be:

- Reflected in the Field Office CAR's Registry of Allotments and Obligations; and
- Reported in the accountability reports to be submitted to DBM, i.e, SAOB as adjustments to allotments. Also, the corresponding adjustments in target and accomplishments as a result of the modification shall be reflected in the Physical Report of Operation.

For your immediate and appropriate action please.

*Wayne C. Belizar*  
**WAYNE C. BELIZAR**

REGISTERED

Time In: OCT 09 2020

RECEIVED

Department : Department of Social Welfare and Development  
 Agency/Operating Unit : Office of the Secretary  
 Address : Batasan Paraisa Complex, Consilium Hills Quezon City

MODIFICATION ADVISE FORM (MAF) NO. 2020-06-0018  
 Date: June 30, 2020

Funding Source : Regular Agency Fund - General Fund - New General Appropriations - Specific Budget of National Government Agencies  
 Legal Basis : RA 11456/ Regular 2019 CONTINUING APPROPRIATION

REGIONAL OFFICE CAR  
 DEFICIENT ITEMS (TO) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320103100001000 Social Pension for Indigent Senior Citizens	0300014 Regional Office CAR	MOOE	Same Expendable ICT Equipment	356,000.00
			TOTAL	356,000.00

SOURCE ITEMS (FROM) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320103100001000 Social Pension for Indigent Senior Citizens	0300014 Regional Office CAR	MOOE	Training Expenses	(356,000.00)
			TOTAL	(356,000.00)

Prepared by:   
**MERIEL P. CASTILLO**  
 Chief, Budget Division

Certified by:   
**WAYNE C. BELIZAR**  
 Director, Finance and Management Service

Recommended by:   
**JOSE ERNESTO B. GAVIOLA**  
 Undersecretary for General Administration and Support Services

Approved by:   
**ROLANDO JOSELITO D. BAUTISTA**  
 Secretary  
 Date: \_\_\_\_\_

**CERTIFIED TRUE COPY**  
  
**Kristine Tanyag L. Bautista**

Department : Department of Social Welfare and Development  
 Agency/Operating Unit : Office of the Secretary  
 Address : Balason Panbansa Complex, Constanza 11th Flr, Quezon City

MODIFICATION ADVISORY FORM (MAF) NO. 2020-08-0013  
 Date: August 12, 2020

Funding Source : Regular Agency Fund - General Fund - Law General Appropriations - Specific Budget of National Government Agencies  
 Legal Basis : RA 11486 Regular 2020 CURRENT APPROPRIATION

REGIONAL OFFICE CAR

DEFICIENT ITEMS (TO) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320101100001000 Services for residential and center-based clients	0300014 Regional Office - CR	MOOE	Medical, Dental and Laboratory Supplies Expenses 50200000 00	100,000.00
			Water Expenses 50204010 00	66,000.00
			Electricity Expenses 50204020 00	135,000.00
			Sunscreen -Others 50214090 00	130,000.00
			Medicine 60205020 01	100,000.00
			Insurance Expenses 50216050 00	350,000.00
			Rents - Motor Vehicles 50299050 00	47,500.00
			<b>TOTAL</b>	<b>917,500.00</b>

SOURCE ITEMS (FROM) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320101100001000 Services for residential and center-based clients	0300014 Regional Office - CR	MOOE	Traveling Expenses 50204010 00	(257,100.00)
			Training Expenses 50202010 00	(194,600.00)
			Fuel, Oil and Lubricants Expenses 50200090 00	(90,000.00)
			Labor and Wages 50216010 00	(230,800.00)
			Advertising Expenses 50299010 00	(8,000.00)

CERTIFIED TRUE COPY

*Kristina Gage N. Baurbach*



			Subscription Expenses 50299970 00	(3,000.00)
			Other Maintenance and Operating Expenses 50299990 02	(120,000.00)
			Representation Expenses 50299030 00	(20,000.00)
			<b>TOTAL</b>	<b>(917,500.00)</b>

DEFICIENT ITEMS (TO) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320103100001000 Social Pension for Indigent Senior Citizen	0300074 Regional Office - AR	MA00E	Medical, Dental and Laboratory Supplies Expenses 50293080 00	209,000.00
			<b>TOTAL</b>	<b>209,000.00</b>

SOURCE ITEMS (FROM) :

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320103100001000 Social Pension for Indigent Senior Citizen	0300074 Regional Office - AR	MA00E	Traveling Expenses 50201010 00	(100,000.00)
			Training Expenses 50202010 00	(109,000.00)
			<b>TOTAL</b>	<b>(209,000.00)</b>

Prepared by:

*Meriel P. Castillo*  
**MERIEL P. CASTILLO**  
 Chief, Budget Division

Certified by:

*Wayne C. Bellzar*  
**WAYNE C. BELLZAR**  
 Director, Finance and Management Service

Recommended by:

**JOSE ERNESTO B. GAVIOLA**  
 Undersecretary for General Administration and Support Services

Approved by:

*Rolando Joselito D. Bautista*  
**ROLANDO JOSELITO D. BAUTISTA**  
 Secretary

Date: \_\_\_\_\_

**CERTIFIED TRUE COPY**

*Kristina Tayel L. Bautista*

Department : Department of Social Welfare and Development  
 Agency/Operating Unit : Office of the Secretary  
 Address : Batasan Panamban Complex, Constituent Hill, Quezon City

**MODIFICATION ADVISE FOR # (MAF) NO. 2020-09-0001**  
 Date: September 3, 2020

Funding Source : Regular Agency Fund - General Fund - New General Appropriations - Specific Budget of National Government Agencies  
 Legal Basis : RA 11464 Regular 2019 CONTINUING APPROPRIATION

**REGIONAL OFFICE CAR**

**DEFICIENT ITEMS (TO) :**

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320103100001000 Social Pension for Indigent Senior Citizens	0300014 Regional Office CAR	MCOE	Medical, Dental and Laboratory Supplies Expenses 50203080 00	408,000.00
			Office Supplies Expenses 50203010 00	273,429.83
			<b>TOTAL</b>	<b>681,429.83</b>

**SOURCE ITEMS (FROM) :**

PROGRAMS/ACTIVITIES/PROJECTS	RESPONSIBILITY CENTER	ALLOTMENT CLASS	OBJECT OF EXPENDITURES	AMOUNT
320103100001000 Social Pension for Indigent Senior Citizens	0300014 Regional Office CAR	MCOE	Training Expenses 50202010 00	(528,429.83)
			Representation Expenses 50299030 00	(155,000.00)
			<b>TOTAL</b>	<b>(681,429.83)</b>

Prepared by:

  
**MERIEL P. CASTILLO**  
 Chief, Budget Division

Recommended by:

  
**JOSE ERNESTO B. GAVIOIA**  
 Undersecretary for General Administration and Support Services

Certified by:

  
**WAYNE C. BELIZAR**  
 Director, Finance and Management Service

Approved by:

  
**ROLANDO JOSELITO D. BAUTISTA**  
 Secretary  
 Date: \_\_\_\_\_

**CERTIFIED TRUE COPY**

  
**Rinsfine Day L. Brambich**

20-10-3400

1 & 2

*CR*



Department of Social Welfare and Development

**FINANCE AND MANAGEMENT SERVICE**  
GENERAL ADMINISTRATION AND SUPPORT SERVICES GROUP

HEAD OFFICE - 0001 | REV 01 / 06 NOV / 2019



DRN: FMS-SPBD-A-COMM-20-09-113067-S

**MEMORANDUM**

**FOR :** OIC-DIRECTOR LEO L. QUINTILLA  
DSWD Field Office CAR

**FROM :** OIC ASSISTANT SERVICE DIRECTOR FOR SPECIAL PROJECTS  
Finance and Management Service

**SUBJECT :** APPROVED REALLOCATION OF FUNDS UNDER TAX REFORM CASH TRANSFER PROJECT

**DATE :** SEPTEMBER 15, 2020

Please be informed that your request for reallocation of funds under Tax Reform Cash Transfer Project (Current Appropriations) is hereby approved, as follows:

Reallocation -- FO CAR- #002

Sub-ARO #	Object Code	From		To		
		Purpose	Amount	Object Code	Purpose	Amount
3201-04-2000-0-3000 (UCT -IOG) 02-2020	Labor and Wages 50216010 00	Release of allotment for the conduct of activities of Unconditional Cash Transfer (UCT) programs for CY 2020.	₱ 142,230.00	Labor and Wages 50216010-00	For the payment of salary of Encoders for the activities of encoding of fill-out forms and scanning of KYC forms/Land Bank Cards registration form.	₱ 142,230.00
<b>Grand Total</b>			<b>₱ 142,230.00</b>			<b>₱ 142,230.00</b>

Said approval is based on the recommendation of the Concurrent Undersecretary for Standards and Capacity Building and Officer-in-Charge for the DSWD's Administration of Unconditional Cash Transfers through a Memorandum dated August 27, 2020.

Disbursements shall be charged against GOP funds, subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

*JG*  
**JANINE G. COSINO**  
OIC Division Chief, Budget Division for Special Projects  
Finance and Management Service

Approving Authority:

*ZP*  
**ZAIDA L. PULIDO**

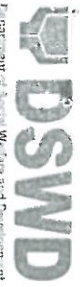
RECEIVED

Time In: 1:50  
Date: Oct 07 2020

RECEIVED



20-10-3399



Department of Social Welfare and Development

**FINANCE AND MANAGEMENT SERVICE**  
GENERAL ADMINISTRATION AND SUPPORT SERVICES GROUP

FMS-GF-0001 | RE: 01/06 NO7/2019



DRN: FMS-SPBD-A-COMM-20-09-111481-S

**MEMORANDUM**

**FOR :** OIC-REGIONAL DIRECTOR LEO L. QUINTILLA  
DSWD Field Office CAR

**THRU :** MS. NORIE C. CASTAÑEDA  
Budget Officer

**FROM :** THE OIC ASSISTANT SERVICE DIRECTOR FOR SPECIAL PROJECTS  
Finance and Management Service

**SUBJECT :** APPROVED REALLOCATION OF FUNDS UNDER NATIONAL  
HOUSEHOLD TARGETING SYSTEM FOR POVERTY REDUCTION

**DATE :** 11 SEPTEMBER 2020

Please be informed that your request for reallocation of funds under National Household Targeting System for Poverty Reduction (NHTS-PR) funds (Continuing Appropriations) is hereby approved, as follows:

Sub-ARO No.	From		To	
	Object Code	Purpose	Object Code	Purpose
20000020 0001000 - (NHTS- PR)-02- 2020- CAR-3	50299030-00 Representation Expenses	Release of allotment for the conduct of the 3rd Nationwide Household Assessment of Listahanan 3 (L3) (Phase 3 - Validation and Finalization and Phase 4 Data Generation)	P 568,155.00	50211990-00 Other Professional Services
				To cover for the additional Cost of Service for the extension of hired Area Supervisors to complete the Validation and Finalization Phase of the Listahanan 3
<b>TOTAL</b>			<u>P 568,155.00</u>	<u>P 568,155.00</u>

Said approval is based on the recommendation of the National Household Targeting Office through a Memorandum dated August 28, 2020.

gn

Time In

RECEIVED  
MS. NORIE C. CASTAÑEDA  
BUDGET OFFICER



Disbursements shall be charged against GOP funds, subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

*JG*  
**JANINE G. COSINO**

OIC Division Chief, Budget Division for Special Projects  
Finance and Management Service

Approving Authority:

*ZP*  
**ZAIDA L. PULIDO**

cf: Undersecretary Danilo G. Pamonag, OSEC Concerns Cluster Head

(APPROVED REALLOCATION OF FUNDS UNDER NHTS-PR (FO CAR) – P568,155.00)



Department of Social Welfare and Development

**FINANCE AND MANAGEMENT SERVICE**  
GENERAL ADMINISTRATION AND SUPPORT SERVICES GROUP

FMS-SF-0001 REV 01 / 03 NOV 2019



**MEMORANDUM**

**FOR :** DIRECTOR LEO L. QUINTILLA  
DSWD Field Office CAR

**FROM :** THE DIRECTOR IV

**SUBJECT :** REQUEST FOR REALLOCATION OF FUNDS

**DATE :** 07 SEPTEMBER 2020

Please be informed that your request for reallocation of fund was approved under P/A/P **3301001000001000** – Disaster Response and Rehabilitation Program (DRRP-CC)- Current Appropriation as specified below:

Reallocation 2020- DRRP-CAR-3

Sub-ARO No.	FROM		TO	
	Object Code	AMOUNT	Object Code	AMOUNT
3301001000001000 (DRRP-CC)-02- 2020-CAR-2	50203010-00 Office Supplies Expenses	31,601.51	50205020-01 Telephone Expenses- Mobile	31,601.51
<b>TOTAL</b>		<u>31,601.51</u>	<b>TOTAL</b>	<u>31,601.51</u>

Said approval is based on the recommendation of the Director of the Disaster Response Management Bureau (DRMB) and approval of their Cluster Head in his Memorandum to the Director of the Finance and Management Service dated August 14, 2020 supported with the following documents:

- Request/approval from Bureau/Service/Cluster Head;
- Certificate of Actual Deficiency and sources of funds and;
- Variance Analysis.

The disbursement of fund is subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

Approving Authority:

  
**MERIBEL P. CASTILLO**  
Chief, Budget Division for Regular Program

  
**Mr. WAYNE C. BELIZAR**  
Director, Finance and Management  
Services

cf: DRMB



**MEMORANDUM**

DRN: FMS-RPBD-A-RQ-20-09-107953

**FOR** : LEO L. QUINTILA  
Regional Director  
DSWD-CAR – Baguio City

**FROM** : WAYNE C. BELIZAR  
Director IV  
Finance and Management Service

**SUBJECT** : Approved Request for Reallocation of Funds/Change of Purpose

**DATE** : 7 September 2020

Please be informed that your request for reallocation of fund was approved under P/A/P 320104100001000 (PSIF-AICS)-02-2020-CAR-1 Current Appropriation as specified below:


Sub-ARO No.	FROM		TO	
	CODE	PURPOSE	CODE	PURPOSE
320104100001000 (PSIF-AICS) -02- 2020-CAR-1	50299050- 01	Rent – Building and Structure	50211990- 00	Other Professional Services (MOA)
<b>TOTAL</b>				
		114,300.00		114,300.00

Said approval is based on the recommendation of the Program Management Bureau (PMB) in her memorandum to the Director of the Finance and Management Service and approval of their cluster head both dated August 26, 2020, supported with the following documents.

- a. Request/approval from Bureau/Service/Cluster Head;
- b. Certificate of Actual Deficiency and sources of funds; and
- c. Variance Analysis.


The disbursement of fund is subject to the existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

  
**MERIEL P. CASTILLO**  
Chief, Budget Division

cf:PMB

Approving Authority:

  
**WAYNE C. BELIZAR**  
Director

Finance and Management Service

q/p



Department of Social Welfare and Development

**FINANCE AND MANAGEMENT SERVICE**  
GENERAL ADMINISTRATION AND SUPPORT SERVICES GROUP  
FMSG-071 REV 00/17 JUN 2019

**MEMORANDUM**

DRN: FMS-RPBD-A-RQ-20-09-107025

**FOR :** LEO L. QUINTILA  
Regional Director  
DSWD-CAR – Baguio City

**FROM :** WAYNE C. BELIZAR  
Director IV  
Finance and Management Service

**SUBJECT :** Approved Request for Reallocation of Funds/Change of Purpose

**DATE :** 3 September 2020

Please be informed that your request for reallocation of fund was approved under P/A/P 320104100002000 (CENTENARIAN)-02-2020-CAR-1 Continuing Appropriation as specified below:

Sub-ARO No.	FROM		TO			
	CODE	PURPOSE	CODE	PURPOSE		
320103100002000 (CENTENARIAN) - 02-2020-CAR-1	50211990- 00	Release of Allotment for payment of Gratuity Pay for MOA-workers	3,000.00	50211990- 00	Release of allotment for the implementation of RA#10868	3,000.00
<b>TOTAL</b>			<b>3,000.00</b>			<b>3,000.00</b>

Said approval is based on the recommendation of the Program Management Bureau (PMB) in her memorandum to the Director of the Finance and Management Service and approval of their cluster head both dated August 26, 2020, supported with the following documents.

- Request/approval from Bureau/Service/Cluster Head;
- Certificate of Actual Deficiency and sources of funds; and
- Variance Analysis.

The disbursement of fund is subject to the existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

  
**MERIEL P. CASTILLO**  
Chief, Budget Division  
cf:PMB

Approving Authority:

  
**WAYNE C. BELIZAR**  
Director,  
Finance and Management Service



**FINANCE AND MANAGEMENT SERVICE**  
**GENERAL ADMINISTRATION AND SUPPORT SERVICES GROUP**

FMS-GF-0001 | REV 01 / 06 NOV 2019

Department of Social Welfare and Development



DRN: \_\_\_\_\_

**MEMORANDUM**

**FOR :** DIRECTOR LEO L. QUINTILLA  
 DSWD Field Office CAR

**FROM :** THE DIRECTOR IV  
 Finance and Management Service

**SUBJECT :** REQUEST FOR REALLOCATION OF FUNDS

**DATE :** 3 SEPTEMBER 2020

Please be informed that your request for reallocation of fund was approved under P/A/P 340100100001000 Standards – Setting, Licensing, Accreditation and Monitoring Services as specified below:

Reallocation 2020-SB-CAR-8

Sub-ARO No.	FROM		TO	
	Object Code	AMOUNT	Object Code	AMOUNT
340100100000100 0 (SB)-2020- CAR-4	Travel Expenses	50201010-00 25,000.00	Office Supplies Expense	50203010-00 5,000.00
	Training Expense	50202010-00 73,447.60	SE-ICT Equipment	50203210-03 45,000.00
			Other Supplies Expense	50203990-00 18,447.60
			Printing & Publication Expense	50299020-00 30,000.00
<b>TOTAL</b>		<b><u>98,447.60</u></b>	<b>TOTAL</b>	<b><u>98,447.60</u></b>

Said approval is based on the recommendation of the Director of STANDARDS in his Memorandum to the Director of the Finance and Management Service and approval of their cluster head both dated August 17, 2020, supported with the following documents:

- a. Request/approval from Bureau/Service/Cluster Head;
- b. Certificate of Actual Deficiency and sources of funds; and
- c. Variance analysis.

The disbursement of fund is subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

  
**MERIEL P. CASTILLO**  
 Chief, Budget Division for Regular Programs

Approving Authority:

  
**WAYNE C. BELIZAR**  
 Director, Finance and Management Service





DB-09-328 7

**MEMORANDUM**

**FOR :** OIC DIRECTOR LEO L. QUINTILLA  
DSWD Field Office CAR

**FROM :** THE DIRECTOR IV

**SUBJECT :** REQUEST FOR REALLOCATION OF FUNDS

**DATE :** 24 AUGUST 2020

Please be informed that your request for reallocation of fund was approved under P/A/P **330100100003000** – Quick Response Fund (QRF)- Current Appropriation as specified below:

Reallocation 2020-QRF-CAR-1

Sub-ARO No.	FROM		TO	
	OBJECT CODE	AMOUNT	OBJECT CODE	AMOUNT
330100100003000 (QRF)-02-2020-CAR-10	50299040-00 Transportation and Delivery Expenses	4,930,000.00	50203060-00 Welfare Goods Expenses	7,313,800.00
	50299050-01 Rent- Buildings and Structures	2,383,800.00		
<b>TOTAL</b>		<b><u>7,313,800.00</u></b>	<b>TOTAL</b>	<b><u>7,313,800.00</u></b>

Said approval is based on the recommendation of the Director of the Disaster Response Management Bureau (DRMB) and approval of their Cluster Head in his Memorandum to the Director of the Finance and Management Service both dated August 17, 2020 supported with the following documents:

- a. Request/approval from Bureau/Service/Cluster Head;
- b. Certificate of Actual Deficiency and sources of funds and;
- c. Variance Analysis.

The disbursement of fund is subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

*[Signature]*  
**MERIEL P. CASTILLO**  
Chief, Budget Division for Regular Program

Office of the Assistant Regional Director  
for Administration

Approving Authority:

*[Signature]*  
**WAYNE C. BELIZAR**  
Director, Finance and Management Services

Time In: *0:45* 30 SEP 2020  
Time Out: *1:07*

of DRMB *[Signature]*  
**RECEIVED**



Department of Social Welfare and Development

**INTER-OFFICE MEMORANDUM**

**FOR :** U/SEC. FELICISIMO C. BUDDIONGAN  
Disaster Response Management Group (DRMG)

**FROM :** THE DIRECTOR IV  
Disaster Response Management Bureau (DRMB)

**SUBJECT :** REQUEST FOR MODIFICATION OF FUNDS

**DATE :** 17 August 2020

This is to favorably endorse the request of **DSWD FO-CAR** as attached, for the modification of funds amounting to **Seven Million, Three Hundred Thirteen Thousand, Eight Hundred Pesos only (Php7, 313,800.00)** under Quick Response Funds (**QRF**) current appropriations to wit:

SAA No.	From		To	
	Particulars	Amount	Particulars	Amount
'SAA No. 330100100003000 (QRF)-02-2020- CAR-10, dated 02.20.20	Transportation and Delivery Expense P200,000.00	4,930,000.00	Welfare Goods P1,213,800.00	4,930,000.00
	Rent- Building and Structures	2,383,800.00		2,383,800.00
<b>Grand Total</b>		<b>7,313,800.00</b>		<b>7,313,800.00</b>

The modification of funds is requested to augment for the purchase of Hygiene Kits, Kitchen Kits, and Sanitary Kits for relief operation in response to Covid-19 Pandemic. Attached are the necessary supporting documents to support this request.

For your approval.

  
CLIFFORD CYRIL Y. RIVERAL

Approved by:

  
FELICISIMO C. BUDDIONGAN  
Undersecretary, DRMG

Department of Social Welfare and Development  
Cordillera Administrative Region  
Funding Source: Quick Response Fund

**CERTIFICATION OF ACTUAL DEFICIENCY AND SOURCES OF FUNDS**

This is to certify that the amount of **Seven Million Three Hundred Thirteen Thousand Eight Hundred Pesos (Php 7,313,800.00)** is available and not yet obligated as of August 06, 2020, considering that the original purposes (as enumerated below) have already been undertaken in the early part of FY 2020.

FROM – MAINTENANCE AND OTHER OPERATING EXPENSES			
P/A/P: 330100100003000/GRF			
CODE	DESCRIPTION	OBJECT OF EXPENDITURE	AMOUNT (in pesos)
SAA No.: 330100100003000 (GRF)-02-2020-CAR - 10	Transportation and Delivery Expenses	50299040-00	4,930,000.00
	Rents - Buildings & Structures	50299050-01	2,383,800.00
<b>Total</b>			<b>7,313,800.00</b>

This is to certify further that the said available allotments shall be used to cover the following purposes of realignment:

TO – MAINTENANCE AND OTHER OPERATING EXPENSES			
P/A/P: 330100100003000/GRF			
CODE	DESCRIPTION	OBJECT OF EXPENDITURE	AMOUNT (in pesos)
SAA No.: 330100100003000 (GRF)-02-2020-CAR - 10	Welfare Goods Expenses	50203060-00	7,313,800.00
	<b>Total</b>		

Prepared by:

  
**NORIE C. CASTANEDA**  
AO V / Budget Unit, Head

Approved by:

  
**LEO L. QUINTILLA**  
OIC-Regional Director



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Cordillera Administrative Region

VARIANCE ANALYSIS  
330100100003000 - Quick Response Fund

PARTICULARS	GAA	WFP	VARIANCE	MODIFICATION	
				FROM	TO
330100100003000 - Quick Response Fund					
Centrally-Managed Fund					
<b>MAINTENANCE AND OTHER OPERATING EXPENSES</b>					
50201010-00: Traveling Expenses (Local)	120,000.00	120,000.00	-		
50203060-00: Welfare Goods Expenses	39,000,000.00	46,313,800.00	(7,313,800.00)		7,313,800.00
50203070-00: Drugs and Medicines Expenses	31,500.00	31,500.00	-		
50203080-00: Medical, Dental and Laboratory Supplies Exp.	168,500.00	168,500.00	-		
50203090-00: Gasoline, Oil and Lubricants Expenses	200,000.00	200,000.00	-		
50214990-00: Subsidies - Others	1,162,350.00	1,162,350.00	-		
50299030-00: Representation Expenses	630,000.00	630,000.00	-		
50299040-00: Transportation and Delivery Expenses	12,996,000.00	8,066,000.00	4,930,000.00	(4,930,000.00)	
50299050-01: Rents - Buildings & Structures	4,892,500.00	2,508,700.00	2,383,800.00	(2,383,800.00)	
50299050-03: Rents - Motor Vehicles	50,000.00	50,000.00	-		
50299990-02: Other MOOE	450,000.00	450,000.00	-		
<b>TOTAL MOOE</b>	<b>59,700,850.00</b>	<b>59,700,850.00</b>	<b>-</b>	<b>(7,313,800.00)</b>	<b>7,313,800.00</b>
<b>TOTAL CONTINUING OPERATING EXPENSE</b>	<b>59,700,850.00</b>	<b>59,700,850.00</b>	<b>-</b>	<b>(7,313,800.00)</b>	<b>7,313,800.00</b>

Certified Correct:

  
**NORIE C. CASTANEDA**  
Head, Budget Section / AOV

Approved by: 

**LEO L. QUINTILLA**  
OIC - Regional Director

## STATEMENT OF ALLOTMENT, OBLIGATIONS AND BALANCES

As of July 30, 2020

(In Pesos)

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - Cordillera Administrative Region  
 FUND 101 - Centrally Managed Funds (CMF) MONITORING SHEET  
 CURRENT APPROPRIATIONS - RA 11465 DETAILED

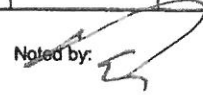
P/AP/ ALLOTME NT	DATE	Sub-ARO No.	UNIFIED ACCOUNT CODE STRUCTURE (UACS)	ALLOTMENT RECEIVED	OBLIGATIONS INCURRED		UNOBLIGATED BALANCE OF ALLOTMENT	% OF UTILIZATION	PURPOSE
					THIS REPORT	TO DATE			
3. 330100100003000 - Quick Response Fund				59,700,850.00	1,260,020.88	45,965,293.97	13,735,556.03	76.99%	
Personnel Services				-	-	-	-		
Maintenance and Other Operating Expenses				59,700,850.00	1,260,020.88	45,965,293.97	13,735,556.03		
	2/20/2020	330100100003000 (QRF)-02-2020-CAR - 10	50214990-00: Subsidies - Others 50299040-00: Transportation and Delivery Expenses 50299050-01: Rents - Buildings & Structures	1,162,350.00 12,996,000.00 4,892,500.00 19,050,850.00	- - 1,244,200.00 1,244,200.00	- 3,095,000.00 2,480,700.00 5,575,700.00	1,162,350.00 9,901,000.00 2,411,800.00 13,475,150.00		Release of allotment intended as augmentation to the warehouse operations of the Regional Resource Operations/Center
		Sub- Total							
	3/23/2020	330100100003000 (QRF)-02-2020-CAR 43	50203060-00: Welfare Goods Expenses	20,000,000.00	-	20,000,000.00	-		Release of allotment intended for the purchase of 38,315 estimated family food packs per region for augmentation to affected families due to covid-19
		Sub- Total		20,000,000.00	-	20,000,000.00	-		
	3/24/2020	330100100003000 (QRF)-02-2020-CAR - 44	50203060-00: Welfare Goods Expenses	3,000,000.00	-	3,000,000.00	-		Release of allotment intended for the replenishment of the Field Office standby fund
		Sub- Total		3,000,000.00	-	3,000,000.00	-		
	4/7/2020	330100100003000 (QRF)-02-2020-CAR - 65	50201010-00: Traveling Expenses (Local) 50203070-00: Drugs and Medicines Expenses 50203080-00: Medical, Dental and Laboratory Supplies Exp. 50203090-00: Gasoline, Oil and Lubricants Expenses 50299030-00: Representation Expenses 50299050-03: Rents - Motor Vehicles	120,000.00 31,500.00 168,500.00 200,000.00 630,000.00 50,000.00 1,200,000.00	12,817.00 - - - - - 12,817.00	45,217.00 31,500.00 168,500.00 177,226.37 630,000.00 50,000.00 1,102,443.37	74,783.00 - - 22,773.63 - - 97,556.63		Release of allotment intended for the admin costs for COVID-19 operation
		Sub- Total							
	4/21/2020	330100100003000 (QRF)-02-2020-CAR - 75	50299990-02: Other MOOE	450,000.00	-	287,180.00	162,820.00		Release of allotment intended for the purchase of DSWD vests to be used by DSWD staff in response to COVID-19 operation
		Sub- Total		450,000.00	-	287,180.00	162,820.00		
	4/21/2020	330100100003000 (QRF)-02-2020-CAR - 77	50203060-00: Welfare Goods Expenses	3,000,000.00	-	3,000,000.00	-		Release of allotment intended for the replenishment of the Field Office standby funds.
		Sub- Total		3,000,000.00	-	3,000,000.00	-		
	4/28/2020	330100100003000 (QRF)-02-2020-CAR - 83	50203060-00: Welfare Goods Expenses	10,000,000.00	(29.40)	9,999,970.60	29.40		Release of allotment intended for the purchase 18,181 additional family food packs per region for augmentation to affected families due to COVID-19
		Sub- Total		10,000,000.00	(29.40)	9,999,970.60	29.40		

PIA/P ALLOTME NT	DATE	Sub-ARO No.	UNIFIED ACCOUNT CODE STRUCTURE (UACS)	ALLOTMENT RECEIVED	OBLIGATIONS INCURRED		UNOBLIGATED BALANCE OF ALLOTMENT	% OF UTILIZATION	PURPOSE
					THIS REPORT	TO DATE			
	5/20/2020	330100100003000( QRF)-02-2020-CAR- 83	50203060-00: Welfare Goods Expenses	3,000,000.00	3,033.28	3,000,000.00	-		Release of allotment intended for the replenishment of the Field Office standby funds.
		Sub- Total		3,000,000.00	3,033.28	3,000,000.00	-		
		Financial Expenses		-	-	-			
		Capital Outlay		-	-	-			

Certified Correct:

  
**NORIE C. CASTANEDA**  
 Administrative Officer V

Noted by:

  
**LEO L. QUINTILLA**  
 OIC-Regional Director



20-09-32 ER

**MEMORANDUM**

**FOR :** OIC DIRECTOR LEO L. QUINTILLA  
 DSWD Field Office CAR

**FROM :** THE DIRECTOR IV

**SUBJECT :** REQUEST FOR REALLOCATION OF FUNDS

**DATE :** 24 AUGUST 2020

Please be informed that your request for reallocation of fund was approved under P/A/P **330100100001000** – Disaster Response and Rehabilitation Program (DRRP)- Current Appropriation as specified below:

Reallocation 2020-DRRP- CAR-2

Sub-ARO No.	FROM		AMOUNT
	OBJECT CODE		
330100100001000 (DRRP)- 02-2020-CAR-13	50202010-00	Training Expenses	2,236,154.50
	50205020-02	Telephone Expenses- Landline	10,000.00
	50203020-00	Accountable Form Expenses	120,000.00
	<b>TOTAL</b>		<b><u>2,366,154.50</u></b>
330100100001000 (DRRP)- 02-2020-CAR-13	<b>TO</b>		
	50203010-00	Office Supplies Expenses	61,420.58
	50203990-00	Other Supplies Expenses	199,380.00
	50299030-00	Representation Expenses	999,243.52
	50299020-00	Printing and Publication Expenses	270,000.00
	50299010-00	Advertising Expenses	300,000.00
	50203210-99	SE- Other Machinery and Equipment	133,000.00
	50203080-00	Medical, Dental and Laboratory Supplies Expenses	116,415.00
	50299050-03	Rents- Motor Vehicles	148,500.00
	50299990-02	Other MOOE	138,195.40
	<b>TOTAL</b>		<b><u>2,366,154.50</u></b>

Said approval is based on the recommendation of the Director of the Disaster Response Management Bureau (DRMB) and approval of their Cluster Head in his Memorandum to the Director of the Finance and Management Service both dated August 17, 2020 supported with the following documents:

- a. Request/approval from Bureau/Service/Cluster Head;
- b. Certificate of Actual Deficiency and sources of funds and;
- c. Variance Analysis.


Time In: **SEP 8 2020**

*[Handwritten Signature]*




The disbursement of fund is subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

  
**MERIEL P. CASTILLO**  
Chief, Budget Division for Regular Program

cf: DRMB

Approving Authority:

  
**WAYNE C. BELIZAR**  
Director, Finance and Management Services

REALLOCATION DRRP-2020-CAR-2



Department of Social Welfare and Development

**INTER-OFFICE MEMORANDUM**

**FOR :** DIR. WAYNE C. BELIZAR  
Finance and Management Service

**FROM :** THE DIRECTOR IV  
Disaster Response Management Bureau (DRMB)

**SUBJECT :** REQUEST FOR MODIFICATION OF FUNDS

**DATE :** 17 August 2020

This is to favorably endorse the request of **DSWD FO-CAR** as attached, for the modification of funds amounting to **Two Million, Three Hundred Sixty-six Thousand, One Hundred Fifty-four Pesos and 50/100 only (Php2, 366,154.50)** under Disaster Response and Rehabilitation Program (**DRRP**) current appropriations to wit:

SAA No.	From		To	
	Particulars	Amount	Particulars	Amount
SAA No. 330100100001000 (DRRP)-02-2020- CAR-13, dated 02.07.20	Training Expense  Telephone Expense- Landline  Accountable Form Expense	2,236,154.50	Office Supplies	61,420.58
			Other Supplies	199,380.00
			Representation Expense	999,243.52
			Printing and Publication	270,000.00
			Advertising Expense SE- Other Machinery and Equipment	300,000.00 133,000.00
	Medical, Dental and Laboratory Supplies	116,415.00		
	Rent- Motor Vehicle	148,500.00		
	Other MOOE	138,195.40		
<b>Grand Total</b>		<b>2,366,154.50</b>		<b>2,366,154.50</b>

The modification of funds is requested to augment other object of expenditures necessary in the delivery of the organizational outcome and indicators which were unforeseen and as a result of COVID-19 Pandemic.

Attached are the necessary supporting documents:

1. Request from DSWD FO – CAR
2. Copy of Certificate of Availability of Funds and Variance Analysis.

Thank you.



**CLIFFORD CYRIL Y. RIVERAL**

F:\FOCAR-DRRP\Modification  
FCB\RM\REM\JKZB\NLB.VPR



Department of Social Welfare and Development  
Cordillera Administrative Region  
Funding Source: Climate Change Adaptation and Mitigation

**CERTIFICATION OF ACTUAL DEFICIENCY AND  
SOURCES OF FUNDS**

This is to certify that the amount of Two Million Three Hundred Three Hundred Sixty Six Thousand One Hundred Fifty Four Pesos and Fifty Centavos (Php 2,366,154.50) is available and not yet obligated as of July 30, 2020, considering that the original purposes (as enumerated below) have already been undertaken in the early part of FY 2020.

FROM – MAINTENANCE AND OTHER OPERATING EXPENSES		
P/A/P: 330100100001000/DRRP		
CODE	DESCRIPTION	AMOUNT (in pesos)
SAA No.: 330100100001000 (DRRP- CC)-02 -2020-CAR - 13	Training Expenses	50202010-00 2,236,154.50
	Telephone Expense – Landline	50205020 02 10,000.00
	Accountable Forms Expense	50203020 00 120,000.00
<b>Total</b>		<b>2,366,154.50</b>

This is to certify further that the said available allotments shall be used to cover the following purposes of realignment:

TO – MAINTENANCE AND OTHER OPERATING EXPENSES		
P/A/P: 330100100001000/DRRP		
CODE	DESCRIPTION	AMOUNT (in pesos)
SAA No.: 330100100001000 (DRRP-CC)-02 -2020- CAR - 13	Office Supplies	50203010-00 61,420.58
	Other Supplies	50203990-00 199,380.00
	Representation Expense	50299030-00 999,243.52
	Printing and Publication	50299020-00 270,000.00
	Advertising Expense	50299010-00 300,000.00
	Semi-Expendable – Other Machinery and Equipment	50203210-99 133,000.00
	Medical, Dental and Laboratory Supplies	50203080-00 116,415.00
	Rents - Motor Vehicle	50299050 03 148,500.00
	Other MOOE	50299990-02 138,195.40
	<b>Total</b>	

Prepared by:

*NORIE C. CASTAÑEDA*  
**NORIE C. CASTAÑEDA**  
AO V / Budget Unit, Head

Approved by:

*LEOL. QUINTILLA*  
**LEOL. QUINTILLA**  
OIC-Regional Director

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Cordillera Administrative Region

VARIANCE ANALYSIS

330100100001000 - Disaster Response Rehabilitation Program

PARTICULARS	GAA	WFP	VARIANCE	MODIFICATION	
				FROM	TO
<b>MAINTENANCE AND OTHER OPERATING EXPENSES</b>					
50201010-00: Travelling Expenses (Local)	1,731,600.00	1,731,600.00	-		
50202010-00: Training Expenses	2,298,589.00	32,434.50	2,236,154.50	(2,236,154.50)	
50203010-00: Office Supplies	531,773.00	593,193.58	(61,420.58)		61,420.58
50203990-00: Other Supplies	48,000.00	247,380.00	(199,380.00)		199,380.00
50203090 00 Gasoline, Oil and Lubricants Expense	200,000.00	200,000.00	-		
50205020-01: Telephone Expenses-Mobile	234,000.00	234,000.00	-		
50205020-02: Telephone Expenses-Landline	10,000.00		10,000.00	(10,000.00)	
50211990-00: Other Professional Services	18,537,354.00	18,537,354.00	-		
50299030-00: Representation Expenses	336,300.00	1,335,543.52	(999,243.52)		999,243.52
50204020 00 Electricity Expenses	180,000.00	180,000.00	-		
50204010 00 Water Expenses	83,784.00	83,784.00	-		
50203020 00 Accountable Forms Expense	120,000.00		120,000.00	(120,000.00)	
50213060 01 RM - Motor Vehicle	260,000.00	260,000.00	-		
50299050-03: Rents - Motor Vehicles	435,000.00	583,500.00	(148,500.00)		148,500.00
50299990-99: Other MOOE	23,600.00	161,795.40	(138,195.40)		138,195.40
50299020-00: Printing and Publication	-	270,000.00	(270,000.00)		270,000.00
50299010-00: Advertising Expense	-	300,000.00	(300,000.00)		300,000.00
50203210-99: Semi-Expendable - Other Machinery and Equipment	-	133,000.00	(133,000.00)		133,000.00
50203080-00: Medical, Dental and Laboratory Supplies	-	116,415.00	(116,415.00)		116,415.00
<b>TOTAL MOOE</b>	<b>25,000,000.00</b>	<b>25,000,000.00</b>	<b>(0.00)</b>	<b>(2,366,154.50)</b>	<b>2,366,154.50</b>

Certified Correct:

*Noriega Castaneda*  
**NORIEGA CASTANEDA**  
Head, Budget Section / AOV

Approved by:

*Leo L. Quintilla*  
**LEO L. QUINTILLA**  
OIC - Regional Director

**STATEMENT OF ALLOTMENT, OBLIGATIONS AND BALANCES**

As of August 06, 2020

(In Pesos)

BAR No. 4

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - Cordillera Administrative Region  
 FUND 101 - Centrally Managed Funds (CMF) MONITORING SHEET  
 CURRENT APPROPRIATIONS - RA 11465 DETAILED

PIA/P/ALLOTMENT	DATE	Sub-ARO No.	UNIFIED ACCOUNT CODE STRUCTURE (UACS)	ALLOTMENT RECEIVED	OBLIGATIONS INCURRED		UNOBLIGATED BALANCE OF ALLOTMENT	% OF UTILIZATION	PURPOSE
					THIS REPORT	TO DATE			
1. 330100100001000 - Disaster Response and Rehabilitation Program (DRRP)				25,000,000.00	(61,131.58)	6,680,633.56	18,319,366.44	26.72%	
Personnel Services				-	-	-	-		
Maintenance and Other Operating Expenses				25,000,000.00	(61,131.58)	6,680,633.56	18,319,366.44		
	2/7/2020	330100100001000 (DRRP)-02-2020-CAR - 13	50201010-00: Traveling Expenses (Local)	1,731,600.00	-	728,161.50	1,003,438.50		Release of allotment intended for the operational cost FY 2020.
			50202010-00: Training Expenses	2,268,589.00	(176,000.00)	32,434.50	2,236,154.50		
			50203010-00: Office Supplies	531,773.00	-	218,193.58	313,579.42		
			50203020-00: Accountable Forms Expenses	120,000.00	-	-	120,000.00		
			50203090-00: Gasoline, Oil and Lubricants Expenses	200,000.00	-	17,855.40	182,144.60		
			50203990-00: Other Supplies Expenses	48,000.00	-	48,000.00	-		
			50204010-00: Water Expenses	83,784.00	-	19,663.60	64,120.40		
			50204020-00: Electricity Expenses	180,000.00	-	180,000.00	-		
			50205020-01: Telephone Expenses-Mobile	234,000.00	-	24,521.00	209,479.00		
			50205020-02: Telephone Expenses-Landline	10,000.00	-	-	10,000.00		
			50211990-00: Other Professional Services	18,537,354.00	114,868.44	4,808,291.40	13,729,062.60		
			50213060-01: RM - Motor Vehicle	260,000.00	-	138,500.00	121,500.00		
			50299030-00: Representation Expenses	336,300.00	-	272,543.52	63,756.48		
			50299050-03: Rents - Motor Vehicles	435,000.00	-	189,900.00	245,100.00		
	50299990-02: Other MOOE	23,600.00	-	6,629.06	16,970.94				
	Sub- Total		25,000,000.00	(61,131.58)	6,680,633.56	18,319,366.44			
Financial Expenses				-	-	-	-		
Capital Outlay				-	-	-	-		

Certified Correct:

*Norie C. Castaneda*  
 NORIE C. CASTANEDA  
 Administrative Officer V

Noted by *Leo L. Quintilla*

LEO L. QUINTILLA  
 OIC-Regional Director



20-09-285

241

**MEMORANDUM**

**FOR :** LEO L. QUINTILLA  
OIC-Regional Director  
DSWD Field Office-CAR

**FROM :** THE DIRECTOR  
Finance and Management Service

**SUBJECT :** REQUEST FOR REALLOCATION OF FUNDS

**DATE :** 12 August 2020

Please be informed that your request for reallocation of fund was approved under P/A/P 310100100002000 (SLP)-02-2020-CAR-2 and (SLP)-02-2020-CAR-17 Current Appropriation as specified below:

Sub-ARO No.	FROM			TO		
	Code	Purpose	Amount	Code	Purpose	Amount
310100100002000 (SLP)-02-2020- CAR-2 dated February 27, 2020	50202010- 00	Training Expenses	524,361			
	50203010- 00	Office Supplies Expenses	66,500	50214990- 00	Subsidies - Others	1,072,021
	50203090- 00	Gasoline, Oil and Lubricants Expenses	60,000			
	50299030- 00	Representation Expenses	330,200			
	50299990- 02	Other MOOE	92,960	50205020- 01	Telephone Expenses- Mobile	2,000
310100100002000 (SLP)-02-2020- CAR-17 dated May 26, 2020	50211990- 00	Other Professional Services	67,000	50205020- 01	Telephone Expenses- Mobile	67,000
	<b>TOTAL</b>		<b>1,141,021</b>			<b>1,141,021</b>

Said approval is based on the recommendation of the Sustainable Livelihood Program Manager in his Memorandum to the Director of the Finance and Management Service dated July 24, 2020, supported with the following documents :

- Request/approval from SLP/Cluster Head
- Certificate of Actual Deficiency and sources of funds ; and
- Variance Analysis

The disbursement of fund is subject to existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:

**MERIEL P. CASTILLO**  
Chief, Budget Division

Approving Authority:

**WAYNE C. BELIZAR**  
Director, Finance and Management Service

Time In: **SEP 8 2020**  
PAGE 1 of 1



Department of Social Welfare and Development  
**SUSTAINABLE LIVELIHOOD PROGRAM**



**INTER-OFFICE MEMORANDUM**

Reference No. :  
JMS/MMA/EBM/RBM  
Date: : 24 July 2020

FOR : **WAYNE C. BELIZAR**  
Director IV  
Finance and Management Service

FROM : **THE DIRECTOR IV**  
Sustainable Livelihood Program

SUBJECT : **ENDORSEMENT FOR REQUEST FOR THE MODIFICATION OF FUNDS**

We are pleased to endorse the request for modification of fund of DSWD Field Office CAR on their unspent balance on the SLP GAA CY 2020 Centrally Managed funds downloaded to the field office which was approved by Usec. Aimee S. Torrefranca-Neri amounting to **ONE MILLION ONE HUNDRED FORTY ONE THOUSAND AND TWENTY ONE PESOS ONLY (Php 1,141,021.00).**

We pose no objection to the request for modification of fund broken as follows:

SubARO No.	From		To	
	Object Code	Amount	Object Code	Amount
310100100002000(SLP) -02-2020-CAR-2	50201010 00 Training Expense	524,361.00	50214990 00 Subsidies- Others	981,061.00
	50203010 00 Office Supplies Expense	66,500.00		
	50203090 00 Fuel, Oil and Lubricant Expenses	60,000.00		
	50299030-00 Representation Expense	330,200.00		
310100100002000(SLP) -02-2020-CAR-17	50299990 00 Other MOOE	92,960.00	50214990 00 Subsidies- Others	90,960.00
	50211990 00 Other Professional Services	67,000.00	50205020 01 Telephone Expenses- Mobile	2,000.00
<b>Total</b>		<b>1,141,021.00</b>	50205020 01 Telephone Expenses- Mobile	67,000.00
			<b>Total</b>	<b>1,141,021.00</b>

Attached are the approved requests of the field office for reference.

For your consideration.

*WCB*

**RESTITUTO B. MACUTO**

FROM		TO	
OBJECT CODE	AMOUNT	OBJECT CODE	AMOUNT

**Centrally-Managed Fund – Current Appropriations**

*(SLP)-02-2020-CAR-2 - (Release of allotment for the implementation of Sustainable Livelihood Program for CY 2020 – PAMANA and EOT0 activities)*

50202010-00: Training Expenses	524,361.00		
50203010-00: Office Supplies Expense	66,500.00		
50203090-00: Fuel, Oil and Lubricants Expenses	60,000.00	50214990-00: Subsidies - Others	981,061.00
50299030-00: Representation Expenses	330,200.00		
50299990-02: Other MOOE	92,960.00	50214990-00: Subsidies - Others	90,960.00
		50205020-01: Telephone Expenses - Mobile	2,000.00

*(SLP)-2020-CAR-17 - (Release of allotment for the payment of Hazard Pay of MOA and Job Order Workers)*

50211990-00: Other Professional Services	67,000.00	50205020-01: Telephone Expenses - Mobile	67,000.00
<b>TOTAL</b>	<b>1,141,021.00</b>	<b>TOTAL</b>	<b>1,141,021.00</b>

The amounts requested for modification are from realized savings. Attached herewith is the certification of actual deficiency and sources of funds, Work and Financial Plan, Statement of Allotment, Obligations Incurred and Balances (for CMF), Annual Work and Financial Plan per Object Code, Variance Analysis and Justification to support the request.

Thank you,  


**LEO L. QUINTILLA**



Department of Social Welfare and Development  
Cordillera Administrative Region  
Funding Source: Sustainable Livelihood Program

### CERTIFICATION OF ACTUAL DEFICIENCY AND SOURCES OF FUNDS

This is to certify that the amount of ONE MILLION ONE HUNDRED FORTY ONE THOUSAND AND TWENTY ONE PESOS (PHP1,141,021.00) is available and not yet obligated as of July 23, 2020, considering the original purposes (as enumerated below) have already been undertaken on the earlier part of CY 2020.

FROM – Maintenance and Other Operating Expenses			
P/A/P (Centrally Manage Fund – Current Appropriation)			
CODE	DESCRIPTION	OBJECT OF EXPENDITURE	AMOUNT (in pesos)
3101001000002000 (SLP)-02-2020-CAR-2 (CMF Current)	Training Expenses	50202010-00	524,361.00
	Office Supplies Expense	50203010-00	66,500.00
	Fuel, Oil and Lubricants Expenses	50203090-00	60,000.00
(Release of allotment for the Implementation of Sustainable Livelihood Program for CY 2020 – PAM/ANA and EO70 activities)	Representation Expenses	50299030-00	330,200.00
	Other MOOE	50299990-02	92,960.00
3101001000002000 (SLP)-2020-CAR-17 (CMF Current)	Other Professional Services	50211990-00	67,000.00
(Release of allotment for the payment of Hazard Pay of MIOA and Job Order Workers)			
<b>Total</b>			<b>1,141,021.00</b>

**JUSTIFICATION**

This justification is in reference to the request for fund modification of DSWD FO CAR Sustainable Livelihood Program.

Some expenses on the regional allocation lacks fund on the regional allocation, while other activities can no longer be implemented due to threat of COVID-19. Therefore, the allotment for Travelling Expenses(50201010-00), Training Expenses(50202010-00), Telephone Expenses – Landline(50205020-02), Internet Expenses(50215030-00) and Representation Expenses (50299030-00) for Direct Release Fund, and 310100100002000 (SLP)-02-2020-CAR-2-Training Expenses(50202010-00), Office supplies Expenses(50203010-00), Fuel and Lubricants Expense(50203090-00) and 310100100002000 (SLP)-2020-CAR-17 Other Professional Services(5021990-00) from SLP – Centrally Managed Fund are hereby requested to be modified to cover the priority needs on the following:

Object of Expenditure	Amount	Justification
Other Supplies Expenses	Php183,486.00	To cover program share on PPEs to be purchased by the region
Subsidies – others	Php1,400,756.60	To cover additional funding for referrals of EO70 – FRs
Telephone Expense – Mobile	Php69,000.00	To cover additional funding for mobile expenses of SLP staffs

*99*

LEO L. QUINTILLA  
OIC - Regional Director  
*Atty. R. H.*

Department of Social Welfare and Development  
 Work & Financial Plan VS Allocation GAA 2020  
 Sustainable Livelihood Program  
 Field Office CAR

3rd Modification 2020-003	23-Jul-20		WFP	GAA 2020	Particulars
	FROM	TO			
				26,426,000.00	<b>DIRECT RELEASE FUND</b>
				26,426,000.00	<b>MAINTENANCE AND OTHER OPERATING EXPENSES</b>
				26,426,000.00	Implementing and Operating Costs
				10,236,000.00	Salaries and Wages - Contractual
				1,968,000.00	Travelling Expenses
				578,000.00	Training Expenses
				117,000.00	Office Supplies Expense
				183,486.00	Other Supplies Expense
				24,000.00	Water Expenses
				60,000.00	Electricity Expense
				234,000.00	Telephone Expense - mobile
				7,000.00	Telephone Expense - landline
				12,000.00	Internet Expenses
				9,275,000.00	Other Professional Services
				24,000.00	Janitorial Services
				3,985,735.60	Subsidies - Others
				114,000.00	Representation Expenses
				59,752.00	Rents - Bids & Structures
				120,000.00	Total Direct Release Fund
				26,426,000.00	<b>CENTRALLY-MANAGED FUND</b>
				20,467,203.40	(SLP)-02-2020-CAR - 2 - Release of allotment for the
				19,871,703.40	(PAMANA and EOZO activities)
				81,000.00	Travelling Expenses
				524,361.00	Training Expenses
				66,500.00	Office Supplies Expense
				60,000.00	Gasoline, Oil and Lubricants
				94,200.00	Telephone Expense - mobile
				4,383,685.00	Other Professional Services
				69,000.00	



Program	Activity	Units	Cost	...
UNIVERSITY OF CALIFORNIA	UNIVERSITY OF CALIFORNIA	1.0	1.00	...
	UNIVERSITY OF CALIFORNIA	1.0	1.00	...
UNIVERSITY OF CALIFORNIA	UNIVERSITY OF CALIFORNIA	1.0	1.00	...
	UNIVERSITY OF CALIFORNIA	1.0	1.00	...
UNIVERSITY OF CALIFORNIA	UNIVERSITY OF CALIFORNIA	1.0	1.00	...
	UNIVERSITY OF CALIFORNIA	1.0	1.00	...
UNIVERSITY OF CALIFORNIA	UNIVERSITY OF CALIFORNIA	1.0	1.00	...
	UNIVERSITY OF CALIFORNIA	1.0	1.00	...
UNIVERSITY OF CALIFORNIA	UNIVERSITY OF CALIFORNIA	1.0	1.00	...
	UNIVERSITY OF CALIFORNIA	1.0	1.00	...
UNIVERSITY OF CALIFORNIA	UNIVERSITY OF CALIFORNIA	1.0	1.00	...
	UNIVERSITY OF CALIFORNIA	1.0	1.00	...

Approved by: \_\_\_\_\_  
 Director of Planning and Development

Approved by: \_\_\_\_\_  
 Director of Financial Management

Approved by: \_\_\_\_\_  
 Director of Planning and Development

Approved by: \_\_\_\_\_  
 Director of Planning and Development

Department of Planning and Development  
 Department of Financial Management  
 Department of Planning and Development

22











STATEMENT OF ALLOTMENT, OBLIGATIONS AND BALANCES

As of July 23, 2020

(in Pesos)

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - Cordillera Administrative Region  
 FUND 101 - Centrally Managed Funds (CMF) MONITORING SHEET  
 CURRENT APPROPRIATIONS - RA 11465 DETAILED

P/A/P/ ALLOTME DATE	Sub-ARO No.	UNIFIED ACCOUNT CODE STRUCTURE (UACS)	ALLOTMENT RECEIVED	OBLIGATIONS INCURRED		UNOBLIGATED BALANCE OF ALLOTMENT	% OF UTILIZATION	PURPOSE
				THIS REPORT	TO DATE			
			20,467,203.40	1,189,115.42	7,927,941.68	12,539,261.72	38.73%	
								Maintenance and Other Operating Expenses
								3101001000020200 - Sustainable Livelihood Program
								60201010-00: Traveling Expenses (Local)
			81,000.00	2,260.00	77,705.00	3,285.00		
			624,361.00	-	-	624,361.00		
			88,600.00	-	-	88,600.00		
			60,000.00	-	-	60,000.00		
			60,000.00	-	-	60,000.00		
			94,200.00	-	-	94,200.00		
			4,383,665.00	305,647.42	1,622,872.65	2,860,812.32		
			130,000.00	-	-	130,000.00		
			12,580,587.40	887,708.00	5,646,354.00	7,344,243.40		
			100,000.00	-	-	100,000.00		
			320,000.00	-	-	320,000.00		
			588,200.00	(14,000.00)	49,000.00	540,200.00		
			240,000.00	-	-	240,000.00		
			292,180.00	-	-	292,180.00		
			19,871,703.40	1,191,616.42	7,399,441.88	12,472,261.72		
								Sub- Total
								3101001000020200 (SLP)- 2020-CAR - 2
								60213040-00: Other Professional Services
			595,500.00	(2,500.00)	528,500.00	67,000.00		
								Sub- Total
								3101001000020200 (SLP)- 2020-CAR - 17
								60211990-00: Other Professional Services
			595,500.00	(2,500.00)	528,500.00	67,000.00		
								Sub- Total
								Financial Expenses
								Capital Outlay
								Release of allotment for the payment of Hazard Pay of MOA and Job Order workers
								Release of allotment for the implementation of Sustainable Livelihood Program for CY 2020 (PAMANA and EOTD activities)

Certified Correct:

*[Signature]*  
 Administrative Officer V  
 MOISE C. CASTANEDA

*[Signature]*  
 LEO L. QUINTILLA  
 OIC-Regional Director



20-09-3248

98233

**MEMORANDUM**

**FOR :** LEO L. QUINTILLA  
OIC, Regional Director  
DSWD Field Office CAR

**FROM :** WAYNE C. BELIZAR  
Director IV  
Finance and Management Service

**SUBJECT :** Approved Request for Reallocation of Funds

**DATE :** 11 August 2020

Please be informed that your request for reallocation of fund was approved under P/A/P 320104100002000 (OP/PWD)-02-2020-CAR-15 Current Appropriation as specified below:

Sub-ARO No.	FROM		TO	
	CODE	PURPOSE	CODE	PURPOSE
320104100002000 (OP/PWD)-02-2020-CAR-15	50202010	Training Expenses		
	-00			
	502999030	Representation Expenses	50214990	Subsidies - Others
	50299990	Other MOOE		
<b>TOTAL</b>				

Said approval is based on the recommendation of the Program Management Bureau Director in her memo to the FMS Director and approval of their cluster head both dated July 29, 2020, supported with the following documents:

- a. Request/approval from Bureau/Cluster Head;
- b. Certificate of Actual Deficiency and sources of funds; and
- c. Variance analysis.

The disbursement of fund is subject to the existing budgeting, accounting and auditing rules and regulations.

Recommending Approval:  
*[Signature]*  
**MERIEL P. CASTILLO**  
Chief, Budget Division

Approving Authority: *[Signature]*  
**WAYNE C. BELIZAR**  
Director,  
Finance and Management Service

RECEIVED  
SEP 8 2020

cf: PMB



**PROGRAM MANAGEMENT BUREAU**  
SECTORAL PROGRAMS DIVISION

DRN: PMB-A-COMM-20- 69 673414

**MEMORANDUM**

**FOR :** **MR WAYNE C. BELIZAR**  
**DIRECTOR**  
**FINANCE AND MANAGEMENT SERVICE**

**FROM :** **THE DIRECTOR IV**  
Program Management Bureau

**SUBJECT :** **REQUEST FOR MODIFICATION OF FUND**

**DATE :** **July 29, 2020**

This is to endorse to your office the approved request of Field Office CAR for the modification of Centrally Managed Fund- Current amounting to Php319,079.00 relative to the implementation of the Assistance to Older Person and Person with Disabilities.

OP/PWD-02-2020-CAR-15

FROM		TO			
OBJECT CODE	PURPOSE	AMOUNT	OBJECT CODE	PURPOSE	AMOUNT
50202010-00	Training Expense	103,900.00			
50299030-00	Representation Expenses	160,000.00	50214990-00	Subsidies	319,079.00
50200000-00	Other MOOE	55,179.00			
	<b>TOTAL</b>	<b>319,079.00</b>		<b>TOTAL</b>	<b>319,079.00</b>

We have no objection to the above request provided it is within COA rules and regulation.

Attached is the memo of Field Office CAR, for your information and reference.

  
**WILMA D. NAVIAMOS**

**PROGRAM MANAGEMENT BUREAU**  
SECTORAL PROGRAMS DIVISION

DRN: PMB-A-COMM-20- 01344

**MEMORANDUM**

**FOR :** **ATTY. AIMEE TORREFRANCA-NERI**  
**UNDERSECRETARY**  
**OPERATIONS GROUP**

**FROM :** **THE DIRECTOR IV**  
Program Management Bureau

**SUBJECT :** **REQUEST FOR MODIFICATION OF FUND**

**DATE :** **July 29, 2020**

May we request for the Undersecretary's approval the request of Field Office CAR for the modification of Centrally Managed Fund- Current amounting to Php319,079.00 relative to the implementation of the Assistance to Older Person and Person with Disabilities.

OP/PWD-02-2020-CAR-15

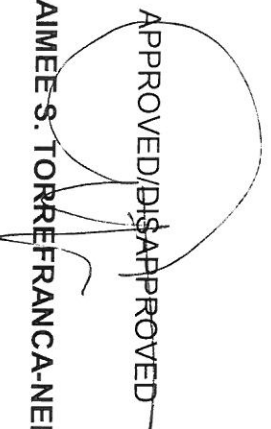
FROM		TO			
OBJECT CODE	PURPOSE	AMOUNT	OBJECT CODE	PURPOSE	AMOUNT
50202010-00	Training Expense	103,900.00			
50299030-00	Representation Expenses	160,000.00	50214990-00	Subsidies	319,079.00
50200000-00	Other MOOE	55,179.00			
<b>TOTAL</b>		<b>319,079.00</b>	<b>TOTAL</b>		<b>319,079.00</b>

We have no objection to the above request provided it is within COA rules and regulation.

Attached is the memo of Field Office CAR, for your information and reference.

For your consideration and approval. Thank you.

  
**WILMA D. NAVIAMOS**

  
~~APPROVED/DISAPPROVED~~  
**ATTY. AIMEE S. TORREFRANCA-NERI**



Department of Social Welfare and Development  
CORDILLERA ADMINISTRATIVE REGION

FECHA - 4-10-2020 20-08-09066

98414/98004

07 2020



DSWD-CENTRAL OFFICE  
RECORDS ARCHIVE UNIT DIVISION

AUG 05 2023

TIME: 8:28 AM

FOR : DIR. WILMA D. NAVIAMOS

Director IV  
Program Management Bureau  
Department of Social Welfare and Development

FROM : The OIC REGIONAL DIRECTOR  
Cordillera Administrative Region

SUBJECT : Request for Modification of Current Funds under PWD/OP

DATE : 16 July 2020

Warm greetings from the Department of Social Welfare and Development – Cordillera Administrative Region (DSWD-CAR)!

May we respectfully request for the modification of the Centrally Managed Fund Current Appropriations under P/A/P 320104100002000 Assistance to Persons with Disability and Older Persons (PWD/OP) amounting to Three Hundred Nineteen Thousand and Seventy Nine Pesos Only (Php 319,079.00) to wit:

CME Current Appropriations: 320104100002000 (PWD/OP)-02-2020-CAR - 15		FROM	TO	AMOUNT	
PURPOSE	OBJECT CODE	AMOUNT	PURPOSE	OBJECT CODE	AMOUNT
Conduct of capability building for members of the Regional Committee on Disability Affairs (RCDA) and meetings of the Regional Federation of PWDs	50202010-00: Training Expenses	98,000.00	Provision of financial assistance to MSWDO/clients for purchase of assistive device and medical treatment/lesting of children with disability	50214990-00: Subsidies - Others	319,079.00
	50299030-00: Representation Expenses	50,000.00			
	50202010-00: Training Expenses	5,900.00			
	50299990-02: Other MOOE	20,000.00			
Conduct of services, capability and advocacy for Women's Disability Week/2020 SPECIAL CELEBRATIONS FOR WOMEN SECTOR	50202010-00: Training Expenses	15,000.00			
	50299990-02: Other MOOE	5,179.00			
Celebration of National Disability Prevention and Rehabilitation Week (disability Sensitivity for LGU focal persons for PWD)		30,000.00			
Celebration of Elderly Filipino Week		319,079.00			319,079.00

**Justification:**

As a result of COVID-19 pandemic, limitations in the conduct of regular activities arose. This has affected the vulnerable sector comprising the older persons and persons with disability, who are mostly the participants of the activities implemented by the program. Thus, we are shifting our priorities in order to meet relevant needs such as the financial assistance of children with disabilities and purchase of assistive device.

With the decreased purchasing capacity of families impacted by the crisis at hand, the much-needed therapy of children with disabilities may not be among the top priorities of families. In this case, the field office saw the need to increase the target clients who will receive assistance, which will help temporarily ease the difficulty that they are experiencing financially. Further, provision of financial assistance to support this need of children with disabilities is in line with the National Disability Prevention and Rehabilitation week.

The program could always resort to technological alternatives in providing necessary capability building, sensitivity trainings, and advocacy activities in order to equip, train, and inform people who are relevant and contributory in promoting the rights of both the older person and persons with disability.

Thank you and we are looking forward for the approval of the said request.



**LEO L. QUINTILLA**



**Department of Social Welfare and Development  
Cordillera Administrative Region  
Funding Source: General Administration and Support Services**

**CERTIFICATION OF ACTUAL DEFICIENCY AND SOURCES OF FUNDS**

This is to certify that the amount of **Three Hundred Nineteen Thousand and Seventy Nine Pesos (Php 319,079.00)** is available and not yet obligated as of July 16, 2020.

FROM - MOOE			
P/A/P CODE	DESCRIPTION	OBJECT CODE	AMOUNT
320104100002000	PWD/OP	50202010-00: Training Expenses	103,900.00
		50299030-00: Representation Expenses	160,000.00
		50299990-02: Other MOOE	55,179.00
<b>TOTAL</b>			<b>319,079.00</b>

This is to certify further that the said available allotments shall be used to cover the following purpose of realignment:

TO - MOOE			
P/A/P CODE	DESCRIPTION	OBJECT CODE	AMOUNT
320104100002000	PWD/OP	50214990-00: Subsidies - Others	319,079.00
<b>TOTAL</b>			<b>319,079.00</b>

Prepared by:

  
**NORIE C. CASTANEDA**  
AO V/Budget Unit, Head 4

Approved by:

  
**LEO L. QUINTILLA**  
OIC – Regional Director

**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**  
**Cordillera Administrative Region**

**VARIANCE ANALYSIS**  
**320104100002000 - ASSISTANCE TO PERSONS WITH DISABILITY AND OLDER PERSONS**  
**Current Fund**

PARTICULARS	Allotment Received	WFP 2020	VARIANCE	1ST MODIFICATION	
				FROM	TO
Training Expenses	103,900.00	-	(103,900.00)	103,900.00	
Subsidies - Others	100,000.00	419,079.00	319,079.00		319,079.00
Representation Expenses	160,000.00	-	(160,000.00)	160,000.00	
Other MOOE	90,000.00	34,821.00	(55,179.00)	55,179.00	
<b>TOTAL</b>	<b>453,900.00</b>	<b>453,900.00</b>	<b>-</b>	<b>319,079.00</b>	<b>319,079.00</b>

Certified Correct:

*NORIE C. CASTANEDA*  
**NORIE C. CASTANEDA**  
 Administrative Officer V/Budget Section Head

STATEMENT OF ALLOTMENT, OBLIGATIONS AND BALANCES

As of July 16, 2020

(In Pesos)

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - Cordillera Administrative Region

FUND 101 - Centrally Managed Funds (CMF) MONITORING SHEET

CURRENT APPROPRIATIONS - RA 11465 DETAILED

P/A/P/ ALLOTMENT	DATE	Sub-ARO No.	UNIFIED ACCOUNT CODE STRUCTURE (UACS)	ALLOTMENT RECEIVED	OBLIGATIONS INCURRED		UNOBLIGATED BALANCE OF ALLOTMENT	% OF UTILIZATION	PURPOSE
					THIS REPORT	TO DATE			
6. 320104100002000 - Assistance to Persons with Disability and Older				453,900.00	(8,871.00)	134,821.00	319,079.00	29.70%	
			Personnel Services	-	-	-			
			Maintenance and Other Operating Expenses	453,900.00	(8,871.00)	134,821.00	319,079.00		
	12/02/2020	320104100002000 (PWD/OP)-02-2020- CAR - 15	50202010-00: Training Expenses	103,900.00	-	-	103,900.00		Release of allotment for the implementation of PWDs/OP programs and services
			50214990-00: Subsidies - Others	100,000.00	8,209.00	100,000.00	-		
			50299030-00: Representation Expenses	160,000.00	(13,325.00)	-	160,000.00		
			50299990-02: Other MOOE	90,000.00	(3,755.00)	34,821.00	55,179.00		
		Sub- Total		453,900.00	(8,871.00)	134,821.00	319,079.00		
			Financial Expenses	-	-	-			
			Capital Outlay	-	-	-			

Certified Correct:

*Norie C. Castaneda*  
**NORIE C. CASTANEDA**  
 Administrative Officer V

Noted by:

*Leo L. Quintilla*  
**LEO L. QUINTILLA**  
 OIC-Regional Director

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
 FIELD OFFICE - CORDILLERA ADMINISTRATIVE REGION  
 ANNUAL WORK AND FINANCIAL PLAN CY 2020

320104100002000 - OP/PWD - CURRENT APPROPRIATIONS

Objective/Program/Sub-Program/Performance Indicator and (1)	Activities (2)	Implementation Period (3)	Unit (4)	JAN		FEB		MAR		TOTAL Q1		Actual (4)
				FP	MDP	FP	MDP	FP	MDP	FP	MDP	
				(40)		(41)		(42)		(43)	(44)	
<b>ORGANIZATIONAL OUTCOME 2: RIGHTS OF THE POOR AND THE VULNERABLE SECTORS P</b>												
<b>Protective Social Welfare Program</b>												
<b>Protective Program for Individuals, Families and Communities in Need or in Crisis Sub-Program</b>												
<b>Community Based - OP/PWD</b>				-	-	34,821.00	8,147.20	28,000.00	23,000.00	62,821.00	31,147.20	-
<b>Outcome Indicators</b>												
2.5	Percentage of clients who rated protective services provided as satisfactory or better											
<b>Output Indicators</b>												
2.12	Number of clients served through community-based services											
d. PWDs	Subsidies: Provision of financial assistance to MSWDO/clients for purchase of assistive device	January to December	clients									
	Subsidies: Provision of financial assistance for the medical treatment/testing of children with disability	January to December	clients					28,000	23,000	28,000	23,000	
	Conduct of services, capability and advocacy for Women's Disability Week	March	Participants			34,821	8,147			34,821	8,147	
				-	-	34,821.00	8,147.20	28,000.00	23,000.00	62,821.00	31,147.20	-



BUDGETARY REQUIREMENT

CENTRALLY MANAGED FUND


PR	MAY		JUN		TOTAL Q2		JUL		AUG		SEP		TOTAL Q3			
	MDP	FP	MDP	FP	MDP	FP	MDP	FP	MDP	FP	MDP	FP	MDP	FP	MDP	
3)		(46)		(47)		(46)	(49)		(50)		(51)		(52)		(53)	(54)

5,000.00	-	-	72,000.00	46,932.75	72,000.00	51,932.75	-	50,000.00	63,800.00	63,800.00	63,800.00	63,800.00	127,600.00	177,600.00
----------	---	---	-----------	-----------	-----------	-----------	---	-----------	-----------	-----------	-----------	-----------	------------	------------

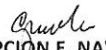
			50,000		50,000	-		50,000					-	50,000
5,000			22,000	22,000	22,000	27,000			63,800	63,800	63,800	63,800	127,600	127,600
				24,933	-	24,933							-	-
5,000.00	-	-	72,000.00	46,932.75	72,000.00	51,932.75	-	50,000.00	63,800.00	63,800.00	63,800.00	63,800.00	127,600.00	177,600.00

										TOTAL		ALLOTMENT CLASS	REMARKS
OCT		NOV		DEC		TOTAL Q4		Annual		FP	MDP		
FP	MDP	FP	MDP	FP	MDP	FP	MDP	FP	MDP	(84)	(85)	(86)	(87)
(88)		(89)		(90)		(91)	(92)	(93)	(94)				
					#REF!								
63,800.00	63,800.00	63,800.00	63,800.00	63,879.00	63,879.00	191,479.00	191,479.00	453,900.00	452,158.95	453,900.00	452,158.95		
						-	-	50,000	50,000	50,000.00	50,000.00	Subsidies	
63,800	63,800	63,800	63,800	63,879	63,879	191,479	191,479	369,079	369,079	369,079.00	369,079.00	Subsidies	
						-	-	34,821	33,080	34,821.00	33,079.95	Other MOOE	
63,800.00	63,800.00	63,800.00	63,800.00	63,879.00	63,879.00	191,479.00	191,479.00	453,900.00	452,158.95	453,900.00	452,158.95		

Prepared by:

  
 MYRNA B. BERSALONA  
 SWO III/Older Persons Focal

Noted by:

  
 CONCEPCIÓN E. NAVALES  
 SWO IV/OIC-PSD Chief

Approved by:

  
 LEO L. QUINTILLA  
 OIC-REGIONAL DIRECTOR