



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



Republic of the Philippines
BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO
Ministry of Finance, and Budget and Management
Bangsamoro Government Center, Rosary Height VII, Cotabato City

BANGSAMORO BUDGET CIRCULAR

No. **2022-10**

26 October 2022
1 Rabi Al-thani 1444

TO : BTA Parliament, All Heads of Ministries, and Offices of the Bangsamoro Government, Accountants, Budget Officers; and All Others Concerned

SUBJECT : LAST DAY OF SUBMISSION FOR REQUESTS OF FUNDS FOR PERSONNEL SERVICES (PS)

1. As provided in the Omnibus Guidelines on Execution of Personnel Services Fund (BBC No. 2021-04), "the unfilled positions of the Ministry/Office will form part of the For Later Release (FLR) Funds. FLR PS shall only be released to the Ministry/Office when positions are filled up and upon submission of documentary requirements as provided under the Procedural Guidelines 5.0 of this circular."
2. Also, in consideration of Presidential Proclamation No. 1236, wherein regular and special non-working holidays are declared towards the end of December essentially limiting the working days for government service, such that the last working day for FY 2022 will be on December 29, 2022.
3. Based on the foregoing, the Ministries and Offices are enjoined to submit all their requests for PS Allocation **on or before December 15, 2022 (Wednesday)**. This is to give ample time for the MFBM to efficiently respond to the requests and to ensure smooth financial transactions with BARMM Ministries and Offices;
4. Provided further that all requests submitted must be accompanied with complete details and attached documents as required in the BBC No. 2021-04. To be guided, attached herewith are the forms and checklist of required documents to be submitted with the request.
5. For strict and immediate compliance.

UBAIDA C. PACASEM
Minister



MINISTRY OF FINANCE, AND
BUDGET AND MANAGEMENT - BARM

RELEASED

BY:  DATE: 10/27/22 TIME: 8:09

DOCUMENTARY REQUIREMENTS:

- Special Budget Request (SBR) (specifically stating the total amount requested and the total number of newly-filled positions)
- Financial Plan (BED No. 1)
- Monthly Cash Program (BED No. 3)
- Computation in support to the amount requested
- Appointment (duly signed, with date of signing, and stamped received by the Civil Service Commission – BARMM)
- Certification of Assumption to Duty (signed by the head of the ministry/office and attested by the HRMO)
- Oath of Office (signed by the appointee)
- Service Record
- Deployment Order (for MBHTE only)