



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. 2023-07

11 April 2023  
20 Ramadhan 1444

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

**SUBJECT** : GUIDELINES ON THE GRANT OF ONE-TIME ASSISTANCE FOR BANGSAMORO ECONOMIC (ABE) RELIEF FOR FISCAL YEAR 2023 TO ALL QUALIFIED PERSONNEL IN THE BANGSAMORO GOVERNMENT

**1.0 PURPOSE**

This Circular is issued to prescribe guidelines on the grant and the funding of the one-time Assistance for Bangsamoro Economic (ABE) Relief for FY 2023 pursuant to Administrative Order No. 0003 issued by the Chief Minister.

**2.0 COVERAGE**

This Circular covers all qualified officials and employees of the Bangsamoro Government, as well as all workers whose services are directly engaged through Contract of Service (COS) and Job Order (JO) by the Ministries, Offices, and Agencies of the Bangsamoro Government, with compensation sourced from the General Appropriations Act of the Bangsamoro.

**3.0 EXCLUSIONS**

Personnel falling under the following cases/circumstances are not entitled to ABE Relief 2023:

- a. Those who are absent without leave (AWOL); and



- b. Those who have been hired not as part of the organic manpower of the Ministry/Office/Agency but as consultants or experts to perform specific activities or services with expected output, as well as student laborers and apprentices.

Workers hired through institutional COS who are assigned in government agencies are excluded from the grant of the one-time ABE Relief.

The contractor or service provider shall be responsible for providing the institutional COS workers with compensation and benefits compliant with existing labor law, including the necessary social security and other benefits mandated by law.

#### **4.0 CONDITIONS AND GUIDELINES ON THE GRANT OF THE ONE-TIME ASSISTANCE FOR BANGSAMORO ECONOMIC (ABE) RELIEF**

The grant of the ABE Relief shall be subject to the following conditions and guidelines:

- 4.1 All qualified officials and employees may be granted a one-time ABE Relief with an amount not exceeding Fifteen Thousand Pesos (P15,000) each.
  - 4.1.1 All qualified officials and employees refer to the following:
    - a. Officials and personnel who are occupying regular, temporary, coterminous, casual or contractual; and
    - b. Personnel whose services are engaged through Contract of Service (COS) and Job Order (JO), subject to Commission on Audit (COA) and Department of Budget and Management (DBM) Joint Circular (JC) No. 2 (s.2020) or the "Updated Rules and Regulations Governing COS and JO Workers in the Government", as amended by COA-DBM Joint Circular No. 2, s. 2022 dated 10 November 2022.
  - 4.1.2 All qualified employees are still in service with the BARMM **as of March 20, 2023.**
  - 4.1.3 For purposes of this circular, actual service shall refer to services rendered on-site, i.e., the COS and JO workers physically report for work at their designated stations.



- 4.2 The ABE Relief of an employee who transferred from one Ministry/Office/Agency to another shall be granted by the new Ministry/Office/Agency.
- 4.3 The ABE Relief of an employee on detail to another Ministry/Office/Agency shall be granted by the parent Ministry/Office/Agency.

## 5.0 FUND SOURCE

5.1 The payment of the ABE Relief 2023 shall be sourced from the General Appropriations Act of the Bangsamoro as follows:

5.1.1 For Officials and Employees Occupying Regular, Temporary, Coterminous, Casual or Contractual Positions:

- a. Ten thousand pesos (P10,000.00) shall be sourced from the Miscellaneous Personnel and Benefits Fund subject to the submission of a Special Budget Request, as prescribed by 5.2, to the Ministry of Finance, and Budget and Management; and
- b. Five thousand pesos (P5,000.00) shall be charged against the respective available FY 2023 Personnel Services (PS) allotment covering January to March 2023. In case of deficiency, MOAs may request from the unreleased FY 2023 PS allotment covering January to March 2023 subject to the submission of a Special Budget Request, as prescribed by 5.2, to the Ministry of Finance, and Budget and Management.

5.1.2 For Contract of Service or Job Order Personnel:

- a. Ten thousand pesos (P10,000.00) shall be sourced from the Contingent Fund subject to the approval of the Chief Minister upon submission of the reportorial requirements indicated in Item 6.0 of these Guidelines, and the review and technical assessment of such reports by the MFBM; and
- b. Five thousand pesos (P5,000.00) shall be charged against the released Maintenance and Other Operating Expenses (MOOE) allotments of the Ministries, Offices, and Agencies.



- 5.2 The submission of a Special Budget Request shall be accompanied by:
- 5.2.1 Budget Execution Documents No. 1 and No. 3,
  - 5.2.2 List of Qualified Employees following the template in Annex "A" (Regular, Temporary, Coterminous, Casual, and Contractual Personnel), and
  - 5.2.3 Photocopy of appointment of newly-appointed personnel (if not yet submitted to MFBM).
- 5.3 In case of deficiency of the identified funding source, a lower but uniform amount shall be paid to all qualified employees.

## **6.0 REPORTORIAL REQUIREMENTS AND RELEASE**

- 6.1 All special budget requests and reportorial requirements of requests for release of funds must be submitted **on or before April 12, 2023**. Release of the ABE Relief 2023 shall be made by the respective Ministries, Offices, and Agencies to the qualified personnel **not later than April 20, 2023**.
- 6.2 Each Ministry/Office/Agency shall submit to the Office of the Chief Minister **not later than April 12, 2023**, request for additional funds charged to the Contingent Fund and the signed hard copy of Report on the Workers eligible of One-Time Assistance for Bangsamoro Economic Relief FY 2023 following the template in Annex "B".
- 6.3 The Office of the Chief Minister shall endorse the approved request for additional funds to MFBM subject to assessment.
- 6.4 In this regard, the Ministries and Offices shall also send the scanned copy of the duly signed report via email thru: [budgetexecution.mfbm@gmail.com](mailto:budgetexecution.mfbm@gmail.com).

## **7.0 RESPONSIBILITY OF HEAD OF MINISTRY/OFFICE/AGENCY**

Heads of Ministries, Offices, and Agencies shall be responsible for the proper implementation of the provisions of this Circular. They shall be held liable for any payment not in accordance with the provisions hereof without prejudice to the refund by the employees concerned of any excess or unauthorized payments.

**8.0 RESOLUTION OF CASES**

Cases not covered by the provisions of this Circular shall be referred to the MFBM for resolution.

**9.0 EFFECTIVITY**

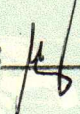
This Circular shall take effect immediately.

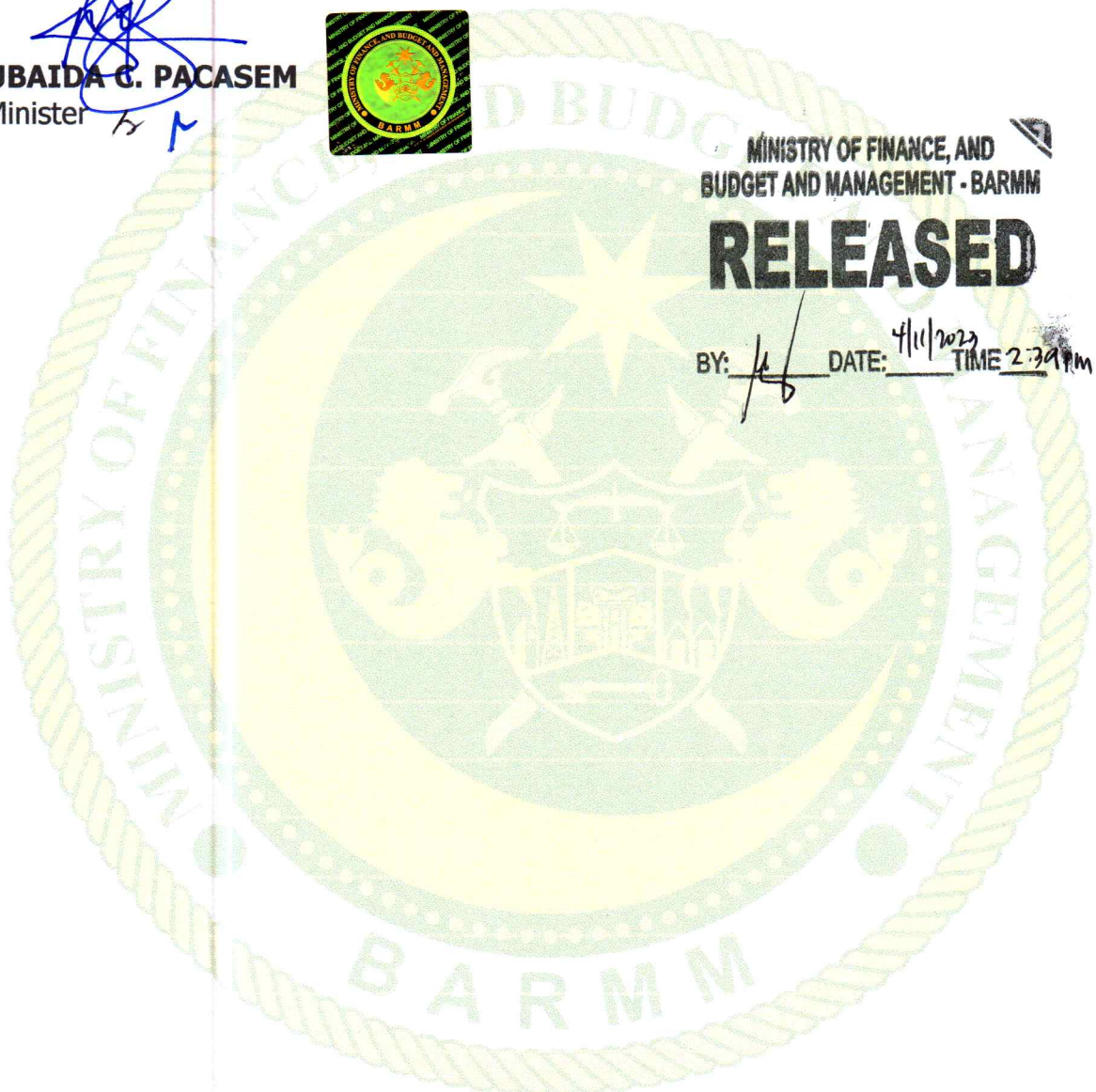
  
**UBAIDA C. PACASEM**  
Minister



**MINISTRY OF FINANCE, AND  
BUDGET AND MANAGEMENT - BARMM**

**RELEASED**

BY:  DATE: 4/11/2023 TIME 2:39 PM





**LIST OF QUALIFIED EMPLOYEES**  
**MINISTRY NAME**

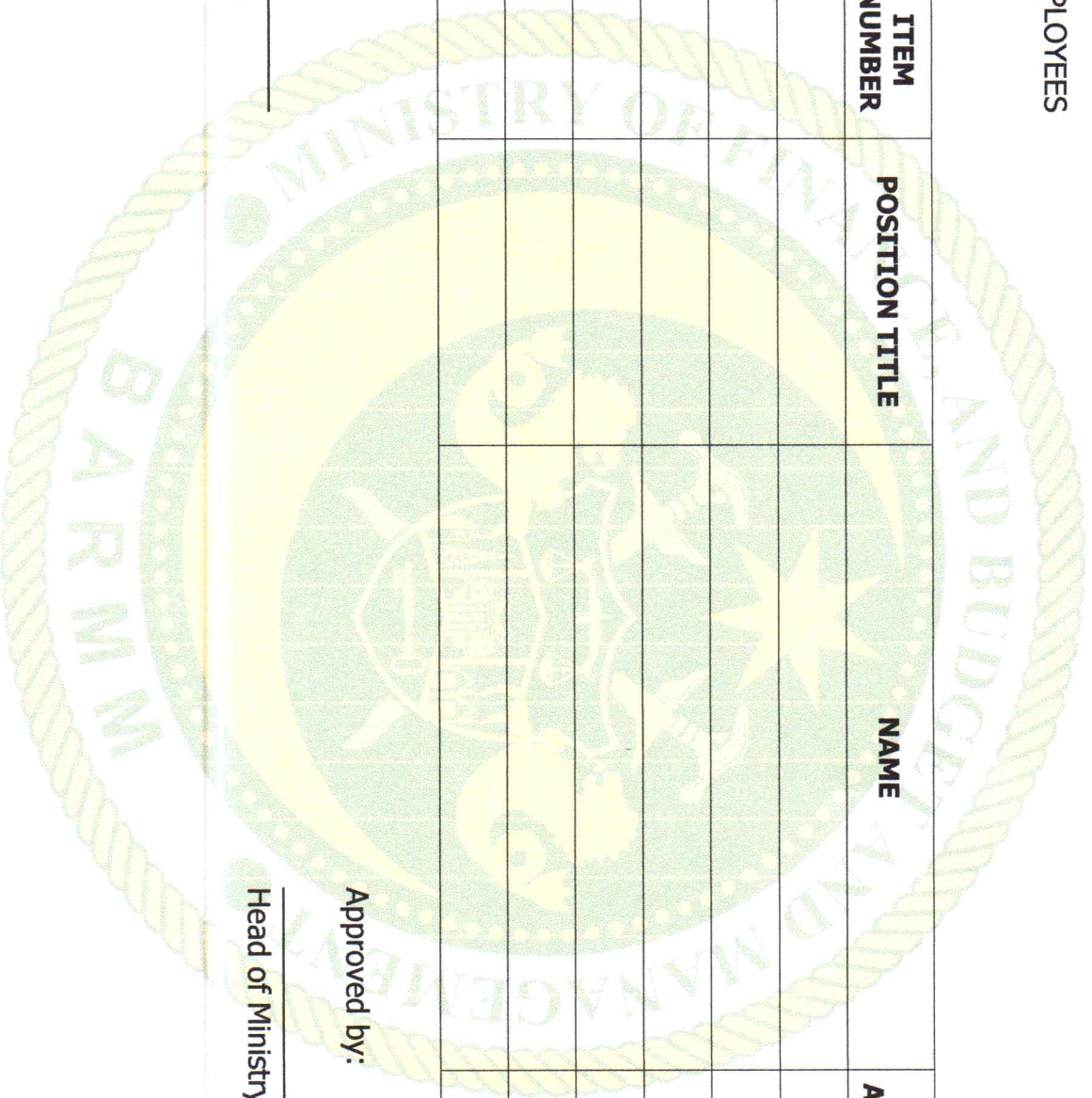
| ORGANIZATIONAL UNIT | ITEM NUMBER | POSITION TITLE | NAME | DATE OF APPOINTMENT | SALARY GRADE |
|---------------------|-------------|----------------|------|---------------------|--------------|
|                     |             |                |      |                     |              |
|                     |             |                |      |                     |              |
|                     |             |                |      |                     |              |
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Prepared by:

\_\_\_\_\_  
Head, Human Resource

Approved by:

\_\_\_\_\_  
Head of Ministry/Office



**Report on the Workers eligible of One-Time Assistance for Bangsamoro  
Economic Relief  
to COS and JO Workers  
FY2023**

Ministry/Office: \_\_\_\_\_

| No.   | Employee Status (COS/JO) | Name        | Amount (PhP) |
|-------|--------------------------|-------------|--------------|
| 1     | COS                      | Abdul, Adam | P 5,000      |
| 2     |                          |             |              |
| 3     |                          |             |              |
| Total |                          |             | P XXX,XXX-   |

Total No. of COS and JO Workers to be paid: \_\_\_\_\_  
Grand Total Amount of ABE Relief: \_\_\_\_\_

Submitted by:

\_\_\_\_\_  
Head, Finance/Administrative Unit

Certified Correct:

\_\_\_\_\_  
Head of Ministry/Office