



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

---

**MFBM MEMORANDUM CIRCULAR NO. 2024-003**

**TO :** ALL MINISTRIES, OFFICES AND AGENCIES  
*Bangsamoro Autonomous Region in Muslim Mindanao*

**SUBJECT :** ATTENDANCE TO THE ORIENTATION RE: GUIDELINES ON  
THE RELEASE OF FUNDS FOR FY 2024 AND WORKSHOP ON  
BUDGET EXECUTION DOCUMENTS

**DATE :** 27 JUMADA-AL-THANI 1445 AH | 9 JANUARY 2024

---

1. In line with the issuance of Bangsamoro Budget Circular (BBC) No. 2024-001<sup>1</sup>, the Ministry of Finance, and Budget and Management (MFBM) will conduct an Orientation re: Guidelines on the Release of Funds for Fiscal Year (FY) 2024 and Workshop on Budget Execution Documents (BEDs) on **January 22, 2024, 8:00 am – 5:00 pm**. The venue will be announced subsequently.
2. The activity aims to provide the BARMM Ministries, Offices and Agencies (MOAs) clear and concise information regarding these Guidelines, and capacitate them on the filling-up of Budget Execution Documents (BEDs).
3. In this regard, the participation of five (5) key officials and employees, particularly the **Minister or Head of Office, Head of Finance, Budget Officer, Planning Officer and Accountant**, from each MOA in the workshop is required.
4. Furthermore, the delegates are requested to bring their submitted BEDs No. 1, 2 and 3 as prescribed in the BBC No. 2022-12<sup>2</sup>, and to include other documents such as strategic plans, procurement plan and budget allocation (GAAB). Bringing of **at least one (1) laptop** for the workshop is advised.
5. For confirmation of attendance, kindly register the names of the attendees through the following link: <https://bit.ly/2024BEG>. Registration is until **January 19, 2024, 5:00 pm**.

---

<sup>1</sup> Guidelines on the Release of Funds for FY 2024 dated January 2, 2023

<sup>2</sup> Guidelines for the Preparation and Submission of the FY 2024 Budget Execution Documents dated December 28, 2023

6. For information and strict compliance.

**UBAIDA C. PACASEM**  
Minister

