

Z. PRESIDENTIAL LEGISLATIVE LIAISON OFFICE

For general administration and support, and operations, as indicated hereunder P 104,917,000

New Appropriations by Programs/Projects

	<u>Current Operating Expenditures</u>			
	<u>Personnel Services</u>	<u>Maintenance and Other Operating Expenses</u>	<u>Capital Outlays</u>	<u>Total</u>
H. REGULAR PROGRAMS				
General Administration and Support	P 18,663,000	P 16,621,000		P 35,284,000
Operations	<u>39,292,000</u>	<u>30,341,000</u>		<u>69,633,000</u>
LEGISLATIVE POLICY REFORMS AND DEVELOPMENT PROGRAM	<u>39,292,000</u>	<u>30,341,000</u>		<u>69,633,000</u>
TOTAL NEW APPROPRIATIONS	P <u>57,955,000</u>	P <u>46,962,000</u>		P <u>104,917,000</u>

Special Provision(s)

1. **Reporting and Posting Requirements.** The Presidential Legislative Liaison Office (PLLO) shall submit quarterly reports on its financial and physical accomplishments, within thirty (30) days after the end of every quarter, through the following:

- (a) URS or other electronic means for reports not covered by the URS; and
- (b) PLLO's website.

The PLLO shall send written notice when said reports have been submitted or posted on its website to the DBM, House of Representatives, Senate of the Philippines, House Committee on Appropriations, Senate Committee on Finance, and other offices where the submission of reports is required under existing laws, rules and regulations. The date of notice to said agencies shall be considered the date of compliance with this requirement.

2. **Appropriations for Activities or Projects.** The amounts appropriated herein shall be used specifically for the following activities or projects in the indicated amounts and conditions:

New Appropriations by Programs/Activities/Projects

	<u>Current Operating Expenditures</u>			
	<u>Personnel Services</u>	<u>Maintenance and Other Operating Expenses</u>	<u>Capital Outlays</u>	<u>Total</u>
REGULAR PROGRAMS				
General Administration and Support				
General Management and Supervision	P 18,663,000	P 16,621,000		P 35,284,000
Sub-total, General Administration and Support	<u>18,663,000</u>	<u>16,621,000</u>		<u>35,284,000</u>

Operations

LEGISLATIVE POLICY REFORMS AND DEVELOPMENT PROGRAM	<u>39,292,000</u>	<u>30,341,000</u>	<u>69,633,000</u>
Formulation and implementation of advocacy strategies and strategic interventions towards stakeholders consensus-building on congressional initiatives consistent with the policy reform and development programs of the Administration	<u>39,292,000</u>	<u>30,341,000</u>	<u>69,633,000</u>
Sub-total, Operations	<u>39,292,000</u>	<u>30,341,000</u>	<u>69,633,000</u>
TOTAL NEW APPROPRIATIONS	P <u>57,955,000</u> P	<u>46,962,000</u>	P <u>104,917,000</u>

New Appropriations, by Object of Expenditures
(In Thousand Pesos)

Current Operating Expenditures

Personnel Services

Civilian Personnel

Permanent Positions

Basic Salary	<u>43,416</u>
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Total Permanent Positions	<u>43,416</u>
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Other Compensation Common to All

Personnel Economic Relief Allowance	1,152
Representation Allowance	1,494
Transportation Allowance	1,362
Clothing and Uniform Allowance	288
Mid-Year Bonus - Civilian	3,618
Year End Bonus	3,618
Cash Gift	240
Productivity Enhancement Incentive	240
Step Increment	108
Total Other Compensation Common to All	<u>12,120</u>

Other Benefits

PRG-IBIG Contributions	58
PhilHealth Contributions	760
Employees Compensation Insurance Premiums	58
Loyalty Award - Civilian	30
Total Other Benefits	<u>906</u>

Non-Permanent Positions	<u>1,513</u>
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Total Personnel Services	<u>57,955</u>
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Maintenance and Other Operating Expenses

Travelling Expenses	3,290
Training and Scholarship Expenses	5,670

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Supplies and Materials Expenses	6,499
Utility Expenses	752
Communication Expenses	3,009
Confidential, Intelligence and Extraordinary Expenses	
Extraordinary and Miscellaneous Expenses	1,829
Professional Services	5,871
General Services	1,080
Repairs and Maintenance	619
Taxes, Insurance Premiums and Other Fees	488
Other Maintenance and Operating Expenses	
Representation Expenses	12,018
Transportation and Delivery Expenses	25
Rent/Lease Expenses	5,023
Subscription Expenses	389
Donations	100
Other Maintenance and Operating Expenses	300
Total Maintenance and Other Operating Expenses	<u>46,962</u>
Total Current Operating Expenditures	<u>104,917</u>
TOTAL NEW APPROPRIATIONS	<u><u>104,917</u></u>

Y. PRESIDENTIAL LEGISLATIVE LIAISON OFFICE

STRATEGIC OBJECTIVES

SECTOR OUTCOME

People-centered, innovative, clean, efficient, effective, and inclusive delivery of public goods and services

ORGANIZATIONAL OUTCOME

The Presidential policy reform agenda and the Administration's program of governance promoted

PERFORMANCE INFORMATION

ORGANIZATIONAL OUTCOMES (OOs) / PERFORMANCE INDICATORS (PIs)

BASELINE

2023 TARGETS

The Presidential policy reform agenda and the Administration's program of governance promoted

LEGISLATIVE POLICY REFORMS AND DEVELOPMENT PROGRAM

Outcome Indicators

1. Percentage of measures in the President's Legislative Priorities shepherded towards advance stages of the legislative process

100% (40 bills)

100%

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2. Percentage of other congressional measures harmonized and made consistent with the standards and policies of the Administration	100% (80 bills)	100%
3. Percentage of issues addressed to enhance executive-legislative relations	100% (158 bills)	100%

Output Indicators

1. Number of advisories/reports relative to legislative/congressional concerns prepared and submitted to the President/Cabinet	1,741	2,386
2. Number of interventions employed which led to consensus among stakeholders and the harmonization of pending measures in Congress with the policies of the Administration	2,528	4,476
3. Number of presidential activities/engagements with legislators and other stakeholders facilitated	645	1,020



REPUBLIC OF THE PHILIPPINES
Department of Budget and Management
Malacañang, Manila

NATIONAL BUDGET CIRCULAR

No. 542
August 29, 2012

TO: Heads of Departments, Bureaus, Offices, and Agencies of the National Government, Including State Universities and Colleges (SUCs), Government-Owned and -Controlled Corporations (GOCCs), Government Financial Institutions (GFIs); Local Government Units (LGUs); and All Others Concerned

SUBJECT: REITERATING COMPLIANCE WITH SECTION 93, THE TRANSPARENCY SEAL PROVISION, OF THE GENERAL APPROPRIATIONS ACT OF 2012

1.0 Overview

Sec. 93. Transparency Seal. To enhance transparency and enforce accountability, all national government agencies shall maintain a transparency seal on their official websites. The transparency seal shall contain the following information: (i) the agency's mandates and functions, names of its officials with their position and designation, and contact information; (ii) annual reports, as required under National Budget Circular Nos. 507 and 507-A dated January 31, 2007 and June 12, 2007, respectively, for the last three (3) years; (iii) their respective approved budgets and corresponding targets immediately upon approval of this Act; (iv) major programs and projects categorized in accordance with the five key results areas under E.O. No. 43, s. 2011; (v) the program/projects beneficiaries as identified in the applicable special provisions; (vi) status of implementation and program/project evaluation and/or assessment reports; and (vii) annual procurement plan, contracts awarded and the name of contractors/suppliers/consultants.

The respective heads of the agencies shall be responsible for ensuring compliance with this section.

A Transparency Seal, prominently displayed on the main page of the website of a particular government agency, is a certificate that it has complied with the requirements of Section 93. This Seal links to a page within the agency's website which contains an index of downloadable items of each of the abovementioned documents.

2.0 Purpose

This Circular is issued to prescribe the guidelines, rules, and regulations governing the implementation of Section 93, the Transparency Seal Provision, of the General Appropriations Act of 2012.

3.0 Rationale

Participatory governance is one of the hallmarks of a healthy democracy. And a transparent government is a condition precedent for any meaningful citizen engagement.

The Transparency Seal provision of the General Appropriations Act of 2012 aims to leverage the Internet to make key information on each particular unit of the government, more accessible to the public.

4.0 Coverage

All departments, bureaus, offices, and agencies of the national government, including Government Owned and Controlled Corporations (GOCCs), State Universities and Colleges (SUCs), Government Financial Institutions (GFIs); as well as the Local Government Units (LGUs) are covered by this Circular.

5.0 Compliance

- 5.1 The Aquino administration is committed to providing the Filipino people with Open Governance. Each agency is enjoined to do its part.
- 5.2 Upon notice of the issuance of this Budget Circular, each agency shall forthwith designate a web administrator or web master, directly responsible for managing content on their respective websites. The name, position, fixed-line number, facsimile, and e-mail address of the same shall, without delay, be sent to the Office of the Undersecretary for Transparency and Information and Communications Technology Initiatives (hereafter DBM CIO) via an official correspondence and an e-mail to CIO@dbm.gov.ph, no later than September 20, 2012.
- 5.3 The DBM will e-mail a graphic file of the Transparency Seal to the web administrator when the identity and details of such administrator are reported to the DBM CIO.
- 5.4 The web administrator or web master so designated shall be directly responsible for compliance with Section 93, together with the respective head of the agency.¹
- 5.5 The Transparency Seal shall be prominently displayed on the main page of the website of the particular government agency. This Seal shall link to a page within the agency's website which contains an index of downloadable items of each of the documents required to be posted by virtue of Section 93.

¹ Deficiency or delinquency may be considered as tantamount to violation of Section 57 of Chapter 6 (Budget Accountability) of Book VI of the Administrative Code of 1987; without prejudice to such other liabilities, penalties, and/or measures as may be undertaken to curb non-compliance.

6.0 Monitoring

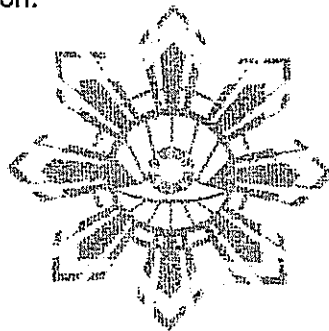
- 6.1 Upon the enactment of the GAA of 2012, compliance with Section 93 became mandatory. As stated in the provision, the respective heads of the agencies shall be held accountable for non-compliance, which is tantamount to a violation of the law.
- 6.2 Random audits will be undertaken by the DBM CIO, in partnership with Civil Service Organizations (CSOs).
- 6.3 Government-wide compliance audits will likewise be undertaken by the DBM CIO: the first, starting on October 15, 2012; and again, any time before December 31, 2012. Reports on data gleaned from such audits shall be submitted to the President and disseminated to the media.
- 6.4 In cases of failure to comply, the DBM CIO will issue a notice to the errant agency, giving it a reasonable period of fifteen (15) days upon receipt of the said notice, within which conform with the publication requirement.

7.0 The Transparency Seal

A pearl buried inside a tightly-shut shell is practically worthless. Government information is a pearl, meant to be shared with the public in order to maximize its inherent value.

The Transparency Seal, depicted by a pearl shining out of an open shell, is a symbol of a policy shift towards openness in access to government information. On the one hand, it hopes to inspire Filipinos in the civil service to be more open to citizen engagement; on the other, to invite the Filipino citizenry to exercise their right to participate in governance.

This initiative is envisioned as a step in the right direction towards solidifying the position of the Philippines as the Pearl of the Orient – a shining example for democratic virtue in the region.



8.0 Saving Clause

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

9.0 Effectivity

This Circular shall take effect immediately.

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FLORENCIO B. ABAD
Secretary

The agency shall send written notice when said reports have been submitted or posted on its website to the DBM, House of Representatives, Senate of the Philippines, House Committee on Appropriations, Senate Committee on Finance, and other offices where the submission of reports is required under existing laws, rules and regulations. The date of notice to said agencies shall be considered the date of compliance with this requirement.

Sec. 101. Quarterly Financial and Physical Reports. Departments, bureaus, offices and instrumentalities of the National Government, including Constitutional Offices enjoying fiscal autonomy and SUCs, shall submit quarterly reports on its financial and physical accomplishments, within thirty (30) days after the end of each quarter, through the following:

- (a) URS or other electronic means for reports not covered by the URS; and
- (b) Agency's website.

The agency shall send written notice when said reports have been submitted or posted on its website to the DBM, House of Representatives, Senate of the Philippines, House Committee on Appropriations, Senate Committee on Finance, COA, and other offices where the submission of reports is required under existing laws, rules and regulations. The date of notice to said agencies shall be considered the date of compliance with this requirement.

The DBM shall likewise submit to the Speaker of the House of Representatives, President of the Senate of the Philippines, House Committee on Appropriations and Senate Committee on Finance, either in printed form or by way of electronic document, quarterly reports on releases from, obligations incurred, liquidated and unliquidated obligations, total disbursements and balances of, Special Purpose Funds, Supplemental Appropriations, Continuing Appropriations and Automatic Appropriations as well as modification of funds approved by it pursuant to the General Provisions of this Act.

Failure to comply with any of the foregoing shall result in the automatic suspension of the salaries of the responsible official or employee until they have complied with the above requirements pursuant to Section 57, Chapter 6, Book VI of E.O. No. 292.

Repeated failure or refusal of said official or employee to submit the above reports without any justifiable cause may be a ground for administrative disciplinary action, subject to pertinent civil service rules and regulations. The head of agency shall be responsible for ensuring compliance with this penalty provision.

Sec. 102. Submission of Post FY 2023 Budget Status. The DBM shall submit to the Speaker of the House of Representatives, President of the Senate of the Philippines, House Committee on Appropriations and Senate Committee on Finance a post 2023 budget status report not later than May 31, 2024. The report shall indicate a brief accomplishment on all programs, activities, and projects of agencies of the government as reflected in this Act and including specific activities or projects funded from lump-sum appropriations and special purpose funds.

The DBM shall post the said report on its website. The heads of the agencies and the agencies' web administrators or their equivalent shall be responsible for ensuring that the portion of the status report pertinent to them are likewise posted on their respective websites.

Sec. 103. Transparency in Infrastructure Projects. All agencies of the government shall post the following on their respective websites, within the period indicated:

- (a) The project title, location and detailed description; detailed estimates in arriving at the Approved Budget for the Contract; and winning contractor and the detailed estimates of the bid as awarded, within thirty (30) calendar days from entering into contract;
- (b) The detailed actual cost of the project; and variation orders issued, if any, within thirty (30) calendar days from the issuance of a certificate of completion; and
- (c) Quarterly status update, including geotagged photos, of the project, and in case of delay, state the reason/s.

The heads of the agencies and web administrators or their equivalent shall be responsible for ensuring compliance with this Section.

Sec. 104. Transparency Seal. To enhance transparency and enforce accountability, all agencies of the government shall maintain a Transparency Seal to be posted on their websites. The Transparency Seal shall contain the following: (i) the agency's mandates and functions, names of its officials with their position and designation, and contact information; (ii) approved budgets and corresponding targets, immediately upon approval of this Act; (iii) modifications made pursuant to the general and special provisions in this Act; (iv) annual procurement plan/s and contracts awarded with the winning supplier, contractor or consultant; (v) major activities or projects and their target beneficiaries; (vi) status of implementation, evaluation or assessment reports of said programs or projects; (vii) Budget and Financial Accountability Reports; (viii) Updated People's Freedom of Information (FOI) Manual signed by head of agency, Updated One-Page FOI Manual and Agency FOI Reports; and (ix) annual reports on the status of income authorized by law to be retained or used and be deposited outside of the National Treasury, which shall include the legal basis for its retention or use, the beginning balance, income collected and its sources, expenditures, and ending balance for the preceding fiscal year.

The heads of the agencies and their web administrators or their equivalent shall be responsible for ensuring compliance with this Section.

The DBM shall post on its website the status of compliance by all agencies of the government. The DBM shall ensure that posts in their websites are searchable by keywords for the public's easy access to information regarding matters on public funds.