



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City

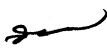


DIVISION MEMORANDUM

No. 603, s. 2016

To : **Engr. Helen Franconas**
BAC TWG

Analiza C. Almazan
BAC Secretariat


From : 
DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

Subject: **Capacity Building Seminar on the Revised Implementing Rules and Regulations (IRR 2016) of R.A. 9184**

Date : **October 14, 2016**

1. You are hereby directed to attend the Capacity Building Seminar on the Revised Implementing Rules and Regulations (IRR 2016) of R.A. 9184 on October 17-19, 2016 at the Royal Mandaya Hotel, Davao City.
2. Important information and details on this activity are contained in the attached Regional Indorsement dated October 6, 2016 from Atty. Alberto T. Escobarte, CESO III, Regional Director.
3. The registration fee of **Four Thousand Five Hundred Pesos (Php 4,500.00)** per head payable to the Regional Association of Local Government Budget Officers XI and travel and other incidental expenses of the participants may be chargeable against school MOOE/local funds subject to the usual accounting and auditing rules and regulations.
4. For your information and guidance.

DepEd Schools Division of Digos:

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Date: OCT 14 2016 Time: 12:04
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REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GEN. SOLANO ST., SAN MIGUEL, MANILA

NATIONAL BUDGET CIRCULAR

No. 563
April 22, 2016

TO : ALL HEADS OF DEPARTMENTS, BUREAUS, OFFICES AND AGENCIES OF THE NATIONAL GOVERNMENT, INCLUDING STATE UNIVERSITIES AND COLLEGES (SUCS); GOVERNMENT -OWNED OR -CONTROLLED CORPORATIONS (GOCCS); LOCAL GOVERNMENT UNITS (LGUS); AND ALL OTHERS CONCERNED

Subject : **Guidelines on Participation of Government Officials and Employees in Conventions, Seminars, Conferences, Symposia and Similar Non-Training Gatherings Sponsored by Non-Government Organizations or Private Institutions**

1.0 **Purpose**

This Circular is being issued to update the guidelines and the allowable cost of participation of government officials and employees in conventions, seminars, conferences, symposia, and other similar gatherings, prescribed under National Budget Circular (NBC) No. 442 dated March 29, 1992 and NBC No. 486 dated March 26, 2003.

2.0 **Coverage**

- 2.1 This Circular shall cover all activities requiring the payment of registration and related fees pertaining to the participation of government officials/employees in conventions, seminars, conferences, symposia, and other similar gatherings conducted/sponsored by non-government organizations or private institutions in the Philippines.
- 2.2 For purposes of this Circular, conventions, seminars and the like shall refer to those conducted basically for purposes of sharing, discussing or disseminating ideas or information on the developments in a particular field or fields of interest and/or for common appreciation and resolution of certain issues. It includes, but is not limited to, those conducted by professional organizations or groups of common interest where government employees are members. It excludes those conducted for training purposes where participants are expected to gain or strengthen skills and technical or management expertise in their areas of endeavor.

3.0 **Guidelines**

- 3.1 Government officials and employees may be authorized to participate in conventions, seminars, conferences, symposia and such other activities conducted by non-government organizations or private institutions for a fee, as part of the human resource development program of the government, chargeable against government funds.
- 3.2 The registration or participation fee in said convention, seminar, etc. shall not exceed P 2,000 per day for each participant.
- 3.3 In cases where the convention is held out-of-town, authorized participants may be entitled to travel expenses and allowances as authorized under existing rules and regulations.
- 3.4 Membership and similar fees paid for personal or individual membership in a private organization shall be for the account of the member concerned and shall not be charged to government funds. On the other hand, institutional membership fees, i.e., agency membership may be charged to government funds.
- 3.5 As far as practicable, government officials and employees should avail of the early registration rates to avail of reduced costs of participation in conventions, seminars, conferences and the like.
- 3.6 All expenditures for the purpose shall be subject to the usual budgeting and accounting rules and regulations.

4.0 **Responsibility of Agency Heads**

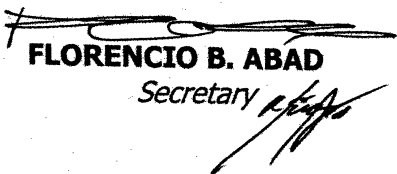
Agency Heads shall be responsible for the implementation of the provisions of this Circular in their respective offices.

5.0 **Repealing Clause**

All other circulars and issuances or parts thereof that are inconsistent with this Circular are hereby repealed or modified accordingly.

6.0 **Effectivity**

This Circular shall take effect immediately.


FLORENCIO B. ABAD
Secretary