



Office of the Minister

Memorandum Order No. 047
 Series of 2023

TO : ALL CONCERNED PERSONNEL
This Ministry

SUBJECT : As stated

DATE : October 25, 2023

1. To ensure all liabilities due the suppliers or service providers as the case maybe are paid, deadlines for obligation and disbursement is set on December 10 and December 15, 2023 respectively for liabilities arising from all source of funds with emphasis on those liabilities from extended 2022 GAAB which has validity until December 31, 2023 only;
2. All end users or focal persons are directed to forward to Finance Division all claims that are due and demandable, or those where goods are delivered and inspected, services are rendered and inspected, test conducted and project completed and inspected immediately upon issuance of this order to allow enough time for processing;
3. For claims/liabilities from January to September 2023, with emphasis on liabilities from extended 2022 GAAB that are still unpaid and outstanding to date, submission is to be entertained only until November 30, 2023;
4. For claims/liabilities from October 2023 to November 30 2023, with emphasis on liabilities from extended 2022 GAAB that are still unpaid and outstanding to date, submission is to be entertained only until December 5, 2023 to allow enough time for perusal of the claims before obligation and disbursement.
5. Except for Year End Activities such as Team Building, Strategic Planning Workshop alike, no other activities are expected to be conducted on December, this year.
6. For information and strict compliance.

ENGR. AIDA M. SILONGAN, MAPDS
 Minister

