



Republic the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
MINISTRY OF SCIENCE AND TECHNOLOGY
Bangsamoro Government Center, Cotabato City



Office of the Minister

Memorandum Order No. **1138**
Series of 2024

TO : **ALL CONCERNED PERSONNEL**
This Ministry

SUBJECT : Deadline for Disbursement/Issuance of Check

DATE : November 8, 2024

1. To ensure all liabilities due the suppliers or service providers as the case maybe are paid, deadline for the disbursement/issuance of checks is on December 15, 2024 for liabilities arising from all source of funds with emphasis on those liabilities from extended GAAB and GAS-2024 which has a validity until December 31, 2024 only;
2. That, to facilitate an orderly/effective and efficient administration of this order, the following guidelines must be observed, viz:
 - 2.1 For claims/liabilities from January to October 2024, with emphasis on liabilities from extended GAAB that are still unpaid and outstanding to date, submission is to be entertained only until November 30, 2024;
 - 2.2 For claims/liabilities from November, 2024, with emphasis on liabilities from extended GAAB and GAS-2024 that are still unpaid and outstanding to date, submission is to be entertained only until December 6, 2024 to allow enough time for perusal of the claims before obligation and disbursement.
3. In view of the foregoing, End Users/ 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;
4. 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.
5. All previous memorandum and issuance inconsistent herewith are deemed superseded.
6. For information and strict compliance.

ENGR. AIDA M. SILONGAN, Ph.D
Minister

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