



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA



**LOCAL BUDGET CIRCULAR**

No.: 119  
July 15, 2019

To : Local Chief Executives, Members of the Local Sanggunian, Local Budget Officers, Local Treasurers, Local Planning and Development Coordinators, Local Accountants, and All Others Concerned

Subject : **GUIDELINES ON THE RELEASE AND UTILIZATION OF THE LOCAL GOVERNMENT SUPPORT FUND – OTHER FINANCIAL ASSISTANCE TO LOCAL GOVERNMENT UNITS IN THE FY 2019 GENERAL APPROPRIATIONS ACT, REPUBLIC ACT NO. 11260**

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**1.0 LEGAL BASES**

Under Special Provision (SP) No. 5 of the Local Government Support Fund – Other Financial Assistance to Local Government Units (LGSF-FA to LGUs) in the FY 2019 General Appropriations Act (GAA), Republic Act (RA) No. 11260, the appropriated amount of Php 8,752,905,000 shall be used for financial assistance to local government units to support the following priority programs and projects:

- a) Assistance to indigent patients either confined or out-patient (including professional fees) and purchase of ambulance;
- b) Assistance to indigent individual or families in any of the following forms: (i) medical; (ii) burial; (iii) transportation; (iv) food assistance; (v) cash for work; and (vi) educational assistance;
- c) Purchase of mini dump trucks;
- d) Purchase of multicabs and/or multi-purpose vehicles;
- e) Purchase and installation of video surveillance;
- f) Maternal and child health projects, pursuant to RA No. 11148 or the "Kalusugan at Nutrisyon ng Mag-Nanay Act";
- g) Construction, concreting, rehabilitation, repair or improvement of any of the following: (i) local roads and/or bridges; (ii) public markets; (iii) slaughterhouses; (iv) multi-purpose buildings/halls; (v) multi-purpose pavements; (vi) drainage canals; (vii) sea wall/river wall; (viii) water system projects including level 1 stand alone water points; (ix) evacuation centers; (x) public parks; (xi) fish ports; (xii) post-harvest facilities composed of ice plant and cold storage facilities; and
- h) Purchase and installation of streetlighting.

However, in Page 3 of the President's Veto Message dated April 15, 2019, item (f) of SP No. 5 of the LGSF-FA to LGUs was directly vetoed inasmuch as the implementation of maternal and child health projects is the responsibility of the Department of Health (DOH).

Moreover, in Page 7 of the President's Veto Message, items (d) and (e) of the said SP were placed under conditional implementation, to ensure that the same shall be used only for priority development programs and projects of LGUs which comply with the requirements provided in the guidelines to be issued jointly by the Department of Budget and Management (DBM) and the Department of the Interior and Local Government (DILG).

## **2.0 PURPOSE**

This Circular is being issued to prescribe the guidelines and procedures on the release and utilization of the LGSF-FA to LGUs consistent with the FY 2019 GAA, RA No. 11260 and the President's Veto Message.

## **3.0 GENERAL GUIDELINES**

- 3.1 The LGSF-FA to LGUs shall be exclusively used by the provinces, cities, municipalities and barangays concerned to fund the eligible programs and projects enumerated under SP No. 5 of the LGSF-FA to LGUs in the FY 2019 GAA, RA No. 11260. For the guidance of the LGUs, the definition of the terms covering the scope of the eligible programs and projects are provided in Annex A hereof.
- 3.2 All requests for financial assistance chargeable against the LGSF-FA to LGUs shall be signed by the local chief executive (LCE) of the province, city, municipality or barangay, and shall be addressed to the Secretary of the DBM, coursed through the Director of the DBM Regional Office (RO) concerned.
- 3.3 The LGUs shall submit their requests, together with the documentary requirements as prescribed herein, directly to the DBM RO concerned for evaluation as to the compliance with the requirements and conditions prescribed under SP No. 5 of the LGSF-FA to LGUs in the FY 2019 GAA, RA No. 11260, and this Circular. All requests that may be directly submitted by the requesting LGUs to the DBM Central Office (CO) shall be referred to the DBM RO concerned for evaluation.
- 3.4 The DBM RO concerned shall endorse compliant requests to the DBM CO for appropriate action. On the other hand, non-compliant requests shall be returned by the DBM RO concerned to the requesting LGU with the advice of its findings.
- 3.5 The requests favorably endorsed by the DBM RO shall be subject to further evaluation by the DBM CO. The requests that have fully complied with all the conditions and documentary requirements may be considered by the DBM CO for further evaluation, while non-compliant requests shall be returned by the DBM CO to the requesting LGU, copy furnished the DBM RO concerned, with the advice of its evaluation findings.



3.6 The requests of LGUs must be supported by the following:

- 3.6.1 In case the request covers two (2) or more programs and/or projects, a list of programs and/or projects in order of their priorities of the LGU shall be included in the request which must be signed by the LCE;
- 3.6.2 The pertinent documents, for each type of program/project being proposed to be funded, are provided in Annex B hereof.
- 3.6.3 LGUs that previously received funding support from the FYs 2016 to 2018 LGSF-FA to LGUs shall submit a report following the template prescribed in Annex C hereof. The minimum percentage of physical completion or delivery of the programs and/or projects funded under the previous years' LGSF-FA to LGUs as of reporting period shall be as follows:

Year	Minimum Percentage of Physical Completion
2016	100%
2017	90%
2018	80%

Failure on the part of the LGU to meet the minimum percentage of physical completion or delivery of the programs and projects under the previously received LGSF-FA to LGUs shall be a ground to deny the request of the LGU.

- 3.7 All the required information, format, and signatories in the documentary requirements under this Circular and its annexes shall be completely provided by the LGUs. Failure to completely provide the required information, format, and signatories shall be a ground to deny the request of the LGU.
- 3.8 Other documents submitted by the LGUs that are not among the prescribed documentary requirements under this Circular shall not form part of the evaluation of the DBM RO.
- 3.9 Consistent with Section 28 of the General Provisions of the FY 2019 GAA, RA No. 11260, the LGUs shall ensure that the designs of all proposed projects for the construction, rehabilitation, repair or improvement of public markets and other buildings include the installation of a Rainwater Collection System, in accordance with the prescribed design of the Department of Public Works and Highways.
- 3.10 It is understood that only requests prepared, signed and submitted by the LCEs shall be evaluated by the DBM ROs. Requests that are shown to have been prepared and/or submitted by third parties, *e.g., fixers, middlemen, and facilitators*, shall be immediately denied.

- 3.11 In line with the Build, Build, Build Program of the Government pursuant to the Philippine Development Plan 2017-2022 on Accelerating Infrastructure Development,<sup>1</sup> infrastructure programs and projects shall be given priority in the allocation and utilization of the LGSF-FA to LGUs.
- 3.12 All requests shall be subject to the evaluation by the DBM based on just and equitable distribution among LGUs, and fund availability.
- 3.13 Consistent with DBM-Department of Finance Joint Circular No. 2016-1 dated January 4, 2016,<sup>2</sup> the LGSF-FA to LGUs shall be released directly by the Bureau of the Treasury (BTr) to the beneficiary LGUs, through authorized government servicing banks, consistent with the purposes indicated in the corresponding Special Allotment Release Order and Advice of Notice of Cash Allocation Issued to be released by the DBM to the BTr.
- 3.14 The LGSF-FA to LGUs shall be recorded as trust by the LGUs for the specified purpose(s) for which the funds were received. Funds which remain unutilized as of December 31, 2020 shall be reverted to the National Treasury by the recipient LGUs. However, if at any point before December 31, 2020, the LGU determines that the funds can no longer be utilized, *e.g.*, when the program(s) and/or project(s) cannot be implemented for any reason or when the same has/have been funded from other sources, the amount received by the same LGU from the LGSF-FA to LGUs shall be immediately reverted to the National Treasury.

#### 4.0 **PROHIBITIONS ON THE USE OF THE LGSF-FA to LGUs**

The LGSF-FA to LGUs shall not be used:

- 4.1 For any purpose other than the program(s) and/or project(s), including the location thereof, for which the fund was released;
- 4.2 To fund projects already fully covered by the other sources of funds; and
- 4.3 For the payment of Personal Services expenditures (i.e., payment of salaries, including honoraria, allowances, bonuses, and similar forms of compensation).

#### 5.0 **PROJECT IMPLEMENTATION**

- 5.1 Disbursement and utilization by the LGUs shall be subject to pertinent provisions of the Government Procurement Reform Act (RA No. 9184) and its 2016 Revised Implementing Rules and Regulations (IRR), and any relevant policies issued by the Government Procurement Policy Board (GPPB), as well as the applicable budgeting, accounting, and auditing rules and regulations.

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<sup>1</sup> Chapter 19 of the Philippine Development Plan 2017-2022

<sup>2</sup> Guidelines for the Direct Release of Funds by the Bureau of the Treasury (BTr) to Local Government Units (LGUs) in FY 2016 and Thereafter



- 5.2 The purchase of motor vehicles shall be subject to the pertinent guidelines issued by the DBM and other guidelines that may be issued by the appropriate government agency for the purpose. The authority to purchase, where applicable, shall be sought before the posting of the Invitation to Bid/Request for Quotation, consistent with pertinent guidelines on the acquisition and use of motor vehicles.

## **6.0 POSTING AND REPORTING REQUIREMENTS**

The beneficiary LGUs shall:

- 6.1 Comply with the posting requirements prescribed under RA No. 9184 and its 2016 Revised IRR, and all relevant policies issued by the GPPB.
- 6.2 Prepare quarterly reports on fund utilization and status of program/project implementation using the prescribed format (Annex C) until such time that the Unified Reporting System for LGUs has been developed and can be used by the LGUs.
- 6.3 Consistent with the Full Disclosure Policy of the DILG, post such reports on the LGU's website within twenty (20) days from the end of each quarter, and in at least three (3) conspicuous public places in the locality.
- 6.4 The LCE of the implementing LGU shall send a written notice to the Speaker of the House of Representatives, President of the Senate of the Philippines, and the Chairpersons of the House Committee on Appropriations and Senate Committee on Finance upon posting of the reports on the LGU's website. Such written notice of the LGU shall be considered the date of submission of the reports to the said offices.

## **7.0 RESPONSIBILITY AND ACCOUNTABILITY**

The responsibility and accountability in the implementation of programs and projects, and proper utilization and disbursement of the LGSF-FA to LGUs shall rest upon the LCE and other local officials concerned of the recipient LGU. It is also the responsibility of said local officials to ensure that the funds released to the LGU are utilized strictly in accordance with applicable budgeting, accounting, and auditing rules and regulations, and pertinent provisions of RA No. 9184.

Moreover, the LGU shall ensure that no duplication of funding will occur. As such, the LGU, through its LCE, shall immediately inform the DBM if it has received funding from other sources for the same programs or projects.

## **8.0 ITEMS FOR RESOLUTION**

Interpretation of the provisions of this Circular, including relevant items not covered herein, shall be referred to the DBM for resolution.

## 9.0 **SEPARABILITY**

If any provision of this Circular is declared invalid or unconstitutional, the other provisions not affected thereby shall remain valid and subsisting.

## 10.0 **REPEAL**

All provisions of existing guidelines that are not consistent with this Circular are hereby revised, modified and/or repealed accordingly.

## 11.0 **EFFECTIVITY**

This Circular shall take effect fifteen (15) days after its publication.

  
**JANET B. ABUEL**  
Officer-in-Charge





## Definition of Terms

Particulars	Definition	Source
Bridge	A structure carrying a road over a road, waterway or other feature, with a clear span over 3.0 meters along the centerline between the inside faces of supports. A bridge may have an independent deck supported on separate piers and abutments, or may have a deck constructed integral with supports.	Department of Public Works and Highways Enterprise Data Glossary, October 2016
Building	A roofed and walled structure built for permanent use.	Department of Public Works and Highways Enterprise Data Glossary, October 2016
Construction	The process of building infrastructure, including but not limited to new construction, improvement, upgrading, and rehabilitation.	Department of Public Works and Highways Enterprise Data Glossary, October 2016
Drainage Canal	Drainage structure built to drain water from the road or any infrastructure.	Other Infrastructure Section, Programming Division, Planning Service, Department of Public Works and Highways
Evacuation Centers	A temporary shelter for displaced families in times of calamity, or where people may escape to from imminent threat, an ongoing threat or a hazard to lives or property. This may also serve as a training center for disaster preparedness activities.	
Farm-to-Market Roads	Refer to roads linking the agriculture and fisheries production sites, coastal landing points and post-harvest facilities to the market and arterial roads and highways.	Republic Act No. 8745 or Agriculture and Fisheries Modernization Act of 1997
Footbridge	A footbridge (also called a pedestrian bridge, pedestrian overpass, or pedestrian overcrossing) is a bridge designed for pedestrians.	
Improvement	The betterment of existing infrastructure through upgrading, widening, or strengthening (e.g., retrofitting) in order to increase its original design capacity or performance.	Department of Public Works and Highways Enterprise Data Glossary, October 2016
Multi-Purpose Building	A building used for more than one specific purpose.	
Multi-Purpose Pavement	A pavement used for more than one specific purpose.	

Particulars	Definition	Source
Pavement	The constructed all-weather surface of a road, including parking and auxiliary lanes but excluding shoulders. That part of a roadway having a constructed surface for the facilitation of vehicular traffic.	Department of Public Works and Highways Enterprise Data Glossary, October 2016
Public Markets	A market owned, operated and/or managed by the government intended to serve the general public where most of the food commodities for sale are generally unprocessed and perishable.	Department of Agriculture Administrative Order No. 5, series of 2012, January 12, 2012
Public Parks	An area of land, usually in a largely natural state, for the enjoyment of the public, having facilities for rest and recreation.	
Rehabilitation	A grouping of types of work which restore structural capacity and performance and/or enhance safety. These types of work are applicable to infrastructure in poor or bad condition. In the case of pavement, this shall not extend into the subgrade. In the case of flood control, this includes dredging.	Department of Public Works and Highways Enterprise Data Glossary, October 2016
Repair	Reactive, simple, small-scale activity to mend a minor damaged portion of an asset to a good or sound condition comparable to that before the damage occurred, which is typically funded from Maintenance and Other Operating Expenses (MOOE). As opposed to Rehabilitation of Infrastructure, or Capital Project for Equipment, Repairs do not change the fixed asset or its performance. For example pothole patching, sealing of cracks, replacement of broken minor equipment parts, and other activities as defined in Department Orders on the maintenance (or repair) of National Infrastructure, Equipment, or Facilities.  Dredging is not considered Repair.	Department of Public Works and Highways Enterprise Data Glossary, October 2016
Road	A general term denoting a public way for purposes of vehicular traffic, including the entire area within the road right-of-way.	Department of Public Works and Highways Enterprise Data Glossary, October 2016



Particulars	Definition	Source
Seawall/Riverwall	Protection structure near the sea or a river	Other Infrastructure Section, Programming Division, Planning Service, Department of Public Works and Highways
Slaughterhouses	Facilities where farm animals are butchered and processed	Commission on Audit Circular No. 2013-002: Adoption of the Revised Chart of Accounts for National Government Agencies, January 30, 2013
Streetlighting	A roadway or road lighting	Roadway Lighting Guidelines. Department of Energy, January 22, 2016
Water System Projects		
Level I (Point source)	A protected well or a developed spring with an outlet but without a distribution system as it is generally adaptable for rural areas where the houses are thinly scattered serving an average of 15 households with people having to fetch water from up to 250 meters distance.	Philippine Water Supply Sector Roadmap, 2 <sup>nd</sup> Edition, 2010, National Economic and Development Authority (NEDA); and Philippine Development Plan 2011-2016, Chapter 5: Accelerating Infrastructure Development, NEDA
Level II (Communal faucet system or standpost)	A piped system with communal or public faucets usually serving 4-6 households within 25 meters distance. A system composed of a source, reservoir, distribution system and communal faucets. Generally suitable for rural and urban fringe areas where houses are clustered densely to justify a simple piped-system.	
Level III (Waterworks system or individual household connections)	A fully reticulated system with individual house connections based on a daily water demand of more than 100 liters per person. A system composed of a source, reservoir, piped distribution system and household taps. Generally suited for densely populated urban areas.	




Project Menu	Documentary Requirement
Assistance to indigent patients either confined or out-patient (including professional fees)	It is understood that programs/projects of this nature shall be referred by the LGU concerned to the national government agencies concerned, such as, but not limited to, DOH, Department of Social Welfare and Development (DSWD), and other executive offices, as the case may be, before the same may be considered for funding under the LGSF-FA to LGUs.
Purchase of ambulance	<p>a. Certification under oath from the LCE attesting that there is a Sanggunian Resolution endorsing the proposed project(s), and that the same is/are part of the duly approved Local Development Investment Program and Annual Investment Program of the LGU using the template provided under Annex B1; and</p> <p>b. Project Profile/Proposal signed by the LCE and/or local health officer, using the template provided under Annex B2, including the following information:</p> <ul style="list-style-type: none"> <li>i. Vehicle type/specifications in accordance with existing guidelines;</li> <li>ii. Cost per unit, including number of units; and</li> <li>iii. Specific hospital/office/unit in the LGU or other government entity to where the ambulance will be assigned/deployed.</li> </ul>
<p>Assistance to indigent individuals or families in the following forms:</p> <ol style="list-style-type: none"> <li>1. Medical;</li> <li>2. Burial;</li> <li>3. Transportation;</li> <li>4. Food Assistance;</li> <li>5. Cash for Work; and</li> <li>6. Educational Assistance</li> </ol>	It is understood that programs/projects of this nature shall be referred by the requesting LGU to the national government agencies concerned, such as, but not limited to, Department of Education, DOH, Department of Labor and Employment, DSWD, and other executive offices, as the case may be, before the same may be considered for funding under the LGSF-FA to LGUs.
Purchase of mini dump trucks	<p>a. Certification under oath from the LCE attesting that there is a Sanggunian Resolution endorsing the proposed project(s), and that the same is/are part of the duly approved Local Development Investment Program and Annual Investment Program of the LGU using the template provided under Annex B1; and</p> <p>b. Project Profile/Proposal signed by the LCE using the template provided in Annex B3, including the following information:</p> <ul style="list-style-type: none"> <li>i. Vehicle Type/Specifications in accordance with existing guidelines;</li> <li>ii. Cost per unit, including number of units; and</li> <li>iii. Specific office/unit in the LGU or other government entity where the motor vehicle(s) will be assigned/deployed.</li> </ul>



Project Menu	Documentary Requirement
<p>Purchase of multi-cabs and/or multi-purpose vehicles</p> <p>Purchase and installation of video surveillance</p>	<p>Consistent with the President's Veto Message, the guidelines and documentary requirements for these projects shall be covered by separate guidelines to be jointly issued by the DBM and the DILG.</p>
<p>Construction, Concreting, Rehabilitation, Repair, or Improvement of any of the following:</p> <ol style="list-style-type: none"> <li>a. Local roads and/or bridges;</li> <li>b. Public Markets;</li> <li>c. Slaughterhouses;</li> <li>d. Multi-purpose buildings/halls;</li> <li>e. Multi-purpose pavements;</li> <li>f. Drainage Canals;</li> <li>g. Sea wall/river wall;</li> <li>h. Water system projects, including Level 1/Stand-alone water points;</li> <li>i. Evacuation centers;</li> <li>j. Public parks;</li> <li>k. Fish ports; and</li> <li>l. Post-harvest facilities composed of ice plants and storage facilities</li> </ol>	<p>Certification under oath from the LCE attesting that:</p> <ol style="list-style-type: none"> <li>i. There is a Sanggunian Resolution endorsing the proposed project(s), and that the same is/are part of the duly approved Local Development Investment Program and Annual Investment Program of the LGU;</li> <li>ii. The LGU has prepared the necessary Program of Works, Detailed Estimates, and Detailed Engineering Design for the project, in accordance with the design, plan, specifications, and such other standards and policies of the National Government;</li> <li>iii. The LGU has the capability to implement the proposed project(s) either by administration or contract;</li> <li>iv. The proposed project(s) is/are readily implementable within the prescribed timelines and that there are no issues related to the site/land title, including informal settlers thereon, and right-of-way acquisition;</li> <li>v. The LGU has complied with the standards prescribed by the appropriate government agencies and has secured all the necessary clearances or certifications from same agencies, e.g., Environmental Clearance;</li> <li>vi. The location, area or site of the project(s) is: (1) not a privately-owned land/lot; (2) not included in the critical geo-hazard areas or no build zones identified and/or certified by the Mines and Geo-sciences Bureau hazard map; and (3) within the territorial jurisdiction of the LGU;</li> <li>vii. The LGU commits to fund the cost of maintenance and repairs of the project(s); and</li> <li>viii. The project is not fully funded from other sources.</li> </ol> <p><i>( The template for the said certification is provided in Annex B4.)</i></p>

Project Menu	Documentary Requirement
Purchase and installation street lighting	<p>a. Certification under oath from the LCE attesting that:</p> <ul style="list-style-type: none"> <li>i. There is a Sanggunian Resolution endorsing the proposed project, and that the same is part of the duly approved Local Development Investment Program and Annual Investment Program of the LGU;</li> <li>ii. The LGU has the capability to implement the project by administration or contract;</li> <li>iii. The project is readily implementable within the prescribed timelines and that there is/are no issue(s) related to the site/land title, including informal settlers thereon, and right-of-way acquisition;</li> <li>iv. The LGU has complied with the standards prescribed by the appropriate government agencies and has secured all the necessary clearances or Certification from same agencies, e.g., Environmental Clearance; and</li> <li>v. The LGU commits to fund the cost of maintenance and repairs thereof, including payment of electricity, if any.</li> </ul> <p>The LGU shall use the template for the certification provided under Annex B5.</p> <p>b. List of barangay(s) covered by the proposed project signed by the LCE.</p>






**REPUBLIC OF THE PHILIPPINES)**  
**CITY OF \_\_\_\_\_) S.S.**

X-----X

### SWORN STATEMENT

I, the undersigned, attest to the veracity of the following:

- i. There is a Sanggunian Resolution endorsing the following program(s) and/or project(s) for which the funds are requested, and that the same is/are part of the duly approved Local Development Investment Program and Annual Investment Program of the Local Government of \_\_\_\_\_:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

*(The number of programs/projects may vary depending on the request of the LGU.)*

- ii. The said programs and/or projects shall be implemented in accordance with the standards and existing policies of the National Government.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of [month] [year] at [place of execution].

*[Insert NAME OF LOCAL CHIEF EXECUTIVE]*

*[Insert Signatory's Legal Capacity]*

Affiant

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of [month] [year] at [place of execution], Philippines. Affiant is personally known to me and was identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with number \_\_\_\_\_ issued on \_\_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_ day of [month] [year].

### NAME OF NOTARY PUBLIC

Serial No. of Commission \_\_\_\_\_

Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ [date issued], [place issued]

IBP No. \_\_\_\_\_ [date issued], [place issued]

Doc. No. \_\_\_\_\_

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Book No. \_\_\_\_\_

Series of \_\_\_\_\_

**PROJECT PROFILE FOR AMBULANCE**

Vehicle Type (choose one):        ☐ Ambulance  
   ☐ Vehicle to be converted to ambulance

Cost per ambulance: P \_\_\_\_\_

Number of units:

Deployment:<sup>1</sup>

Specifications:

Engine displacement: \_\_\_\_\_

Fuel type (choose one):    ☐ Gasoline  
   ☐ Diesel  
   ☐ Others

Other vehicle specifications:

Accessories and Equipment:

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*NAME AND SIGNATURE OF LOCAL HEALTH  
OFFICER OR LOCAL CHIEF EXECUTIVE*

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<sup>1</sup> Recipient government hospital and/or rural health unit and/or office/unit in the LGU





## PROJECT PROFILE FOR MINI DUMP TRUCK

Cost per vehicle: P\_\_\_\_\_

Number of units:

Deployment:<sup>1</sup>

Specifications:

Engine displacement:

Fuel type (choose one):    ☐ Gasoline  
   ☐ Diesel  
   ☐ Others

Accessories, Equipment and Other vehicle specifications:

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*NAME AND SIGNATURE OF  
LOCAL CHIEF EXECUTIVE*

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<sup>1</sup> Specific office/unit in the LGU and/or government agency to which the proposed vehicle shall be lodged. The name of the LGU alone shall not be considered as sufficient compliance to this requirement.

**REPUBLIC OF THE PHILIPPINES)**  
**CITY OF \_\_\_\_\_) S.S.**

X-----X

### **OMNIBUS SWORN STATEMENT**

I, the undersigned, attest to the veracity of the following:

- i. There is a Sanggunian Resolution endorsing the following proposed project(s), and that the same is/are part of the duly approved Local Development Investment Program and Annual Investment Program of the Local Government of \_\_\_\_:  
  1. \_\_\_\_\_
  2. \_\_\_\_\_
  3. \_\_\_\_\_

*(The number of projects may vary depending on the request of the LGU.)*
- ii. The Local Government of \_\_\_\_\_ has prepared the necessary Program of Works, Detailed Estimates, and Detailed Engineering Design for the project, in accordance with the design, plan, specifications, and such other standards and policies of the National Government;
- iii. The Local Government of \_\_\_\_\_ has the capability to implement the proposed project(s) either by administration or contract;
- iv. The proposed project(s) of the Local Government of \_\_\_\_\_ is/are readily implementable within the prescribed timelines and that there are no issues related to the site/land title, including informal settlers thereon, and right-of-way acquisition;
- v. The Local Government of \_\_\_\_\_ has complied with the standards prescribed by the appropriate government agencies and has secured all the necessary clearances or Certification from same agencies before the implementation of the eligible project(s), e.g., Environmental Clearance;
- vi. The location, area or site of the proposed project(s) of the Local Government of \_\_\_\_\_ is: (1) not a privately-owned land/lot; (2) not included in the critical geo-hazard areas or no build zones identified and/or certified by the Mines and Geo-sciences Bureau hazard map; and (3) within the territorial jurisdiction of the LGU;
- vii. The Local Government of \_\_\_\_\_ commits to fund the cost of maintenance and repairs of the project(s); and
- viii. The proposed project(s) of the Local Government of \_\_\_\_\_ is/are not fully funded from other sources.





IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of [month] [year]  
at [place of execution].

[Insert NAME OF LOCAL CHIEF EXECUTIVE]

[Insert Signatory's Legal Capacity]

Affiant

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of [month] [year] at [place of execution], Philippines. Affiant is personally known to me and was identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ issued on \_\_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_ day of [month] [year].

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_

Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ [date issued], [place issued]

IBP No. \_\_\_\_\_ [date issued], [place issued]

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REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_) S.S.

X-----X

### OMNIBUS SWORN STATEMENT

I, the undersigned, attest to the veracity of the following:

- i. There is a Sanggunian Resolution endorsing the following proposed project(s), and that the same is/are part of the duly approved Local Development Investment Program and Annual Investment Program of the Local Government of \_\_\_\_\_:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

*(The number of programs/projects may vary depending on the request of the LGU.)*

- ii. The Local Government of \_\_\_\_\_ has the capability to implement the project by administration or contract;
- iii. The proposed project(s) of the Local Government of \_\_\_\_\_ is/are readily implementable within the prescribed timelines and that there are no issues related to the site/land title, including informal settlers thereon, and right-of-way acquisition;
- iv. The Local Government of \_\_\_\_\_ has complied with the standards prescribed by the appropriate government agencies and has secured all the necessary clearances or Certification from same agencies before the implementation of the eligible project(s), e.g., Environmental Clearance; and
- v. The Local Government of \_\_\_\_\_ commits to fund the cost of maintenance and repairs thereof, including payment of electricity, if any.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of [month] [year]  
at [place of execution].

[Insert NAME OF LOCAL CHIEF EXECUTIVE]  
[Insert Signatory's Legal Capacity]  
Affiant





**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant is personally known to me and was identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ issued on \_\_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_ day of *[month]* *[year]*.

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_

Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ *[date issued]*, *[place issued]*

IBP No. \_\_\_\_\_ *[date issued]*, *[place issued]*

Doc. No. \_\_\_\_\_

Page No. \_\_\_\_\_

Book No. \_\_\_\_\_

Series of \_\_\_\_\_

**LOCAL GOVERNMENT SUPPORT FUND**  
**Report on Fund Utilization and Status of Program/Project Implementation**  
**For the Quarter Ended \_\_\_\_\_**

Fund Source	Date of Notice of Authority to Debit Account Issued (NADAI)	Type of Program/Project	Name Title of Program/Project	Specific Location	Mechanism/ Mode of Implementation	Estimated Number of Beneficiaries	Amount			Estimated Period of Completion (month and year)	Program/ Project Status
							Received	Obligation	Disbursement		

Certified correct by: The Local Finance Committee (LFC)

Attested by:

\_\_\_\_\_  
Local Budget Officer

\_\_\_\_\_  
Local Chief Executive

\_\_\_\_\_  
Local Treasurer

\_\_\_\_\_  
Local Planning and Development Coordinator

**Instructions:**

1. The report shall be prepared by the LFC, in coordination with the other local officials concerned (e.g. local accountant on the allotment, obligation and disbursements; local engineer on the status of infrastructure projects, as may be applicable).
2. The fund source shall be based on the NADAI issued to LGUs.
3. The type of program/project shall be identified, consistent with the Project Menu under Annex A of this Circular.
4. Amount received refers to the amount received by the LGU as its share. It is the amount indicated in the NADAI. Obligation refers to the total amount obligated by the LGU as of reporting period. Disbursement refers to the total amount paid by the LGUs as of reporting period.
5. The status of programs/projects refers to the percentage of physical completion or delivery of service as of reporting period.