



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

CIRCULAR LETTER

No. 2021 - 10
October 15, 2021

TO : Heads of Departments/Agencies/State Universities and Colleges (SUCs) and Other Offices of the National Government; Budget Officers; Heads of Accounting Units, and All Others Concerned

SUBJECT : **REITERATION OF THE DEADLINE FOR SUBMISSION OF AGENCY REQUEST/S FOR THE RELEASE OF ADDITIONAL FUNDS REQUIRING THE ISSUANCE OF SARO/NCA**

- 1.0 In order to maximize the use of available funds, and considering the limited validity period for release, obligation and utilization of all budget authorization, **item 3.15.1 of National Budget Circular (NBC) No. 583** (Fund Release Guidelines for FY 2021) dated January 4, 2021 prescribed that agencies have **up to November 15, 2021** to submit their requests for the release of additional SAROs/NCA's.
- 2.0 Relative thereto, all concerned are reminded that requests requiring issuance of SARO/NCA received by DBM **after November 15, 2021 shall no longer be acted upon within FY 2021** but processing thereof shall be deferred to FY 2022.
- 3.0 However, requests pertaining to the following mandatory/urgent purposes are exempted from subject cut-off date:
 - 3.1 PS deficiencies including, but not limited to, Retirement and Life Insurance Premium contribution (Government Share), Performance-Based Bonus, etc.; as well as
 - 3.2 COVID-19 measures and disaster mitigation projects/programs.
- 4.0 This Circular shall take effect immediately.


TINA ROSE MARIE L. CANDIA
Officer-in-Charge