

S. NATIONAL ARCHIVES OF THE PHILIPPINES

Appropriations/Obligations

(In Thousand Pesos)

<u>Description</u>	<u>(Cash-Based)</u>		
	<u>2019</u>	<u>2020</u>	<u>2021</u>
New General Appropriations	<u>365,625</u>	<u>149,858</u>	<u>165,308</u>
General Fund	365,625	149,858	165,308
Automatic Appropriations	<u>5,021</u>	<u>4,668</u>	<u>5,592</u>
Retirement and Life Insurance Premiums	5,021	4,668	5,592
Continuing Appropriations	<u>3,606</u>	<u>218,851</u>	
Unreleased Appropriation for Personnel Services			
R.A. No. 11260		12,954	
Unobligated Releases for Capital Outlays			
R.A. No. 11260		186,185	
R.A. No. 10964	872		
Unobligated Releases for MOOE			
R.A. No. 11260		14,128	
R.A. No. 10964	2,734		
Unobligated Releases for PS			
R.A. No. 11260		5,584	
Budgetary Adjustment(s)	<u>1,300</u>		
Transfer(s) from:			
Miscellaneous Personnel Benefits Fund	811		
Pension and Gratuity Fund	489		
Total Available Appropriations	<u>375,552</u>	<u>373,377</u>	<u>170,900</u>
Unused Appropriations	<u>(221,779)</u>	<u>(218,851)</u>	
Unreleased Appropriation	(12,954)	(12,954)	
Unobligated Allotment	(208,825)	(205,897)	
TOTAL OBLIGATIONS	<u>153,773</u>	<u>154,526</u>	<u>170,900</u>
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EXPENDITURE PROGRAM
(in pesos)

GAS / STO / OPERATIONS / PROJECTS	<u>(Cash-Based)</u>		
	<u>2019 Actual</u>	<u>2020 Current</u>	<u>2021 Proposed</u>
General Administration and Support	<u>57,368,000</u>	<u>49,199,000</u>	<u>65,699,000</u>
Regular	<u>57,368,000</u>	<u>49,199,000</u>	<u>65,699,000</u>
PS	16,735,000	11,328,000	14,965,000
MOOE	37,491,000	34,141,000	40,604,000
CO	3,142,000	3,730,000	10,130,000

Operations	<u>96,405,000</u>	<u>105,327,000</u>	<u>105,201,000</u>
Regular	<u>96,405,000</u>	<u>105,327,000</u>	<u>105,201,000</u>
PS	42,993,000	45,709,000	53,149,000
MOOE	47,307,000	55,826,000	51,612,000
CO	6,105,000	3,792,000	440,000
TOTAL AGENCY BUDGET	<u>153,773,000</u>	<u>154,526,000</u>	<u>170,900,000</u>
Regular	<u>153,773,000</u>	<u>154,526,000</u>	<u>170,900,000</u>
PS	59,728,000	57,037,000	68,114,000
MOOE	84,798,000	89,967,000	92,216,000
CO	9,247,000	7,522,000	10,570,000

STAFFING SUMMARY

	<u>2019</u>	<u>2020</u>	<u>2021</u>
TOTAL STAFFING			
Total Number of Authorized Positions	158	158	158
Total Number of Filled Positions	124	125	125

Proposed New Appropriations Language

For general administration and support, and operations, as indicated hereunder.....P 165,308,000
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OPERATIONS BY PROGRAM	PROPOSED 2021 (Cash-Based)			
	<u>PS</u>	<u>MOOE</u>	<u>CO</u>	<u>TOTAL</u>
GOVERNMENT RECORDS MANAGEMENT PROGRAM	26,625,000	23,872,000		50,497,000
GOVERNMENT ARCHIVES ADMINISTRATION PROGRAM	22,110,000	27,740,000	440,000	50,290,000

EXPENDITURE PROGRAM BY CENTRAL / REGIONAL ALLOCATION, 2021 (Cash-Based)
(in pesos)

REGION	<u>PS</u>	<u>MOOE</u>	<u>CO</u>	<u>TOTAL</u>
Regional Allocation	<u>62,522,000</u>	<u>92,216,000</u>	<u>10,570,000</u>	<u>165,308,000</u>
National Capital Region (NCR)	62,522,000	92,216,000	10,570,000	165,308,000
TOTAL AGENCY BUDGET	<u>62,522,000</u>	<u>92,216,000</u>	<u>10,570,000</u>	<u>165,308,000</u>
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SPECIAL PROVISION(S)

1. Reporting and Posting Requirements. The National Archives of the Philippines (NAP) shall submit quarterly reports on its financial and physical accomplishments, within thirty (30) days after the end of every quarter, through the following:

(a) URS or other electronic means for reports not covered by the URS until such time that all agencies have fully migrated to the BTMS; and

(b) NAP's website.

The NAP shall send written notice when said reports have been submitted or posted on its website to the DBM, House of Representatives, Senate of the Philippines, House Committee on Appropriations, Senate Committee on Finance, and other offices where the submission of reports is required under existing laws, rules and regulations. The date of notice to said agencies shall be considered the date of compliance with this requirement.

2. Appropriations for Activities or Projects. The amounts appropriated herein shall be used specifically for the following activities or projects in the indicated amounts and conditions:

New Appropriations, by Programs/Activities/Projects (Cash-Based)

		<u>Current Operating Expenditures</u>			
		<u>Personnel Services</u>	<u>Maintenance and Other Operating Expenses</u>	<u>Capital Outlays</u>	<u>Total</u>
PROGRAMS					
1000000000000000	General Administration and Support	13,787,000	40,604,000	10,130,000	64,521,000
100000100001000	General Management and Supervision	12,978,000	40,604,000	10,130,000	63,712,000
100000100002000	Administration of Personnel Benefits	809,000			809,000
Sub-total, General Administration and Support		13,787,000	40,604,000	10,130,000	64,521,000
3000000000000000	Operations	48,735,000	51,612,000	440,000	100,787,000
3100000000000000	00 : Management of Government Records Strengthened	26,625,000	23,872,000		50,497,000
3101000000000000	GOVERNMENT RECORDS MANAGEMENT PROGRAM	26,625,000	23,872,000		50,497,000
310100100001000	Training for government agencies on the creation, maintenance, disposal and retirement of all government records	16,611,000	16,198,000		32,809,000
310100100002000	Management of transference of records of all government including those of abolished offices	5,572,000	7,301,000		12,873,000
310100100003000	Conduct of research studies, promulgation of policies, rules and regulations on the creation, maintenance, and disposition of all government records	4,442,000	373,000		4,815,000

32000000000000000000	00 : Awareness, Appreciation and Access to Archival Records Strengthened	<u>22,110,000</u>	<u>27,740,000</u>	<u>440,000</u>	<u>50,290,000</u>
32010000000000000000	GOVERNMENT ARCHIVES ADMINISTRATION PROGRAM	<u>22,110,000</u>	<u>27,740,000</u>	<u>440,000</u>	<u>50,290,000</u>
3201001000010000	Maintenance, preservation, rehabilitation and servicing of archival holdings	<u>22,110,000</u>	<u>27,740,000</u>	<u>440,000</u>	<u>50,290,000</u>
Sub-total, Operations		<u>48,735,000</u>	<u>51,612,000</u>	<u>440,000</u>	<u>100,787,000</u>
TOTAL NEW APPROPRIATIONS		P 62,522,000	P 92,216,000	P 10,570,000	P 165,308,000
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Obligations, by Object of Expenditures

CYs 2019-2021
(In Thousand Pesos)

	(Cash-Based)		
	<u>2019</u>	<u>2020</u>	<u>2021</u>
Current Operating Expenditures			
Personnel Services			
Civilian Personnel			
Permanent Positions			
Basic Salary	36,678	38,892	46,597
Total Permanent Positions	<u>36,678</u>	<u>38,892</u>	<u>46,597</u>
Other Compensation Common to All			
Personnel Economic Relief Allowance	2,763	2,928	3,000
Representation Allowance	702	558	678
Transportation Allowance	594	558	678
Clothing and Uniform Allowance	648	732	750
Honoraria	77		
Mid-Year Bonus - Civilian	2,894	3,240	3,883
Year End Bonus	3,053	3,240	3,883
Cash Gift	579	610	625
Productivity Enhancement Incentive	581	610	625
Step Increment		97	117
Collective Negotiation Agreement	2,815		
Total Other Compensation Common to All	<u>14,706</u>	<u>12,573</u>	<u>14,239</u>
Other Compensation for Specific Groups			
Other Personnel Benefits	2,031		
Total Other Compensation for Specific Groups	<u>2,031</u>		
Other Benefits			
Retirement and Life Insurance Premiums	4,182	4,668	5,592
PAG-IBIG Contributions	137	146	150
PhilHealth Contributions	432	457	527
Employees Compensation Insurance Premiums	137	146	150
Loyalty Award - Civilian			50
Terminal Leave	1,425	155	809
Total Other Benefits	<u>6,313</u>	<u>5,572</u>	<u>7,278</u>
TOTAL PERSONNEL SERVICES	<u>59,728</u>	<u>57,037</u>	<u>68,114</u>

Maintenance and Other Operating Expenses			
Travelling Expenses	4,973	4,281	2,905
Training and Scholarship Expenses	7,776	5,644	3,764
Supplies and Materials Expenses	4,672	6,565	5,847
Utility Expenses	7,374	9,934	8,571
Communication Expenses	1,631	905	3,183
Confidential, Intelligence and Extraordinary Expenses			
Extraordinary and Miscellaneous Expenses	99	108	108
Professional Services	5,528	5,019	10,600
General Services	17,035	18,448	17,086
Repairs and Maintenance	121	1,489	989
Taxes, Insurance Premiums and Other Fees	817	2,003	1,643
Other Maintenance and Operating Expenses			
Advertising Expenses	11	50	50
Printing and Publication Expenses	411	225	350
Representation Expenses	805	616	446
Transportation and Delivery Expenses	26	139	40
Rent/Lease Expenses	33,480	34,475	33,429
Membership Dues and Contributions to Organizations	29	40	40
Subscription Expenses	10	26	3,165
TOTAL MAINTENANCE AND OTHER OPERATING EXPENSES	84,798	89,967	92,216
TOTAL CURRENT OPERATING EXPENDITURES	144,526	147,004	160,330
Capital Outlays			
Property, Plant and Equipment Outlay			
Infrastructure Outlay			3,550
Machinery and Equipment Outlay	3,642	7,172	7,020
Furniture, Fixtures and Books Outlay	4,065	350	
Intangible Assets Outlay	1,540		
TOTAL CAPITAL OUTLAYS	9,247	7,522	10,570
GRAND TOTAL	153,773	154,526	170,900

STRATEGIC OBJECTIVES

SECTOR OUTCOME : Philippine culture and values promoted

ORGANIZATIONAL

OUTCOME : Management of Government Records Strengthened
Awareness, Appreciation and Access to Archival Records Strengthened

PERFORMANCE INFORMATION

<u>ORGANIZATIONAL OUTCOMES (OOs) / PERFORMANCE INDICATORS (PIs)</u>	<u>2019 GAA Targets</u>	<u>Actual</u>
Management of Government Records Strengthened		
GOVERNMENT RECORDS MANAGEMENT PROGRAM		
Outcome Indicators		
1. Percentage of government agencies/offices with approved/updated Records Disposition Schedule	4% (15 offices)	4.73% (16 offices)
2. Number and percentage of government agencies/offices with Records Disposition System implemented	970 offices / 22%	1,430 offices / 33%

Output Indicators

1. Number and percentage increase of agencies/ offices provided with technical assistance	76 agencies / offices / 5%	378 agencies / offices / 25%
2. Percentage of requests for authority for disposition of records approved	75%	76.39%

Awareness, Appreciation and Access to Archival Records Strengthened

GOVERNMENT ARCHIVES ADMINISTRATION PROGRAM

Outcome Indicators

1. Percentage increase in the number of records served to general public	5% / 1,038 (21,801)	32% / 6,686 (27,449)
2. Percentage increase of users who rated services as good or better	3% / 212 (7,273)	34.98% / 2,470 (9,531)

Output Indicators

1. Number of pages of archival holdings processed	2,400,000 pages	2,724,866 pages
2. Number of pages of damaged records restored	6,500 pages	7,421 pages
3. Number of promotional activities through printed publication, exhibits, and other media	2 promotional activities	4 promotional activities

PERFORMANCE INFORMATION

<u>ORGANIZATIONAL OUTCOMES (Oos) / PERFORMANCE INDICATORS (PIs)</u>	<u>Baseline</u>	<u>2020 Targets</u>	<u>2021 NEP Targets</u>
Management of Government Records Strengthened			
GOVERNMENT RECORDS MANAGEMENT PROGRAM			
Outcome Indicators			
1. Percentage of government agencies/offices with approved/updated Records Disposition Schedule	338 offices - Exec. Branches (15 offices)	4% (15 offices)	3.6% (12 offices)
2. Number and percentage of government agencies/offices with Records Disposition System implemented	4,315 offices - Executive Branches including Regional Offices and Attached Agencies, GOCCs, GFIs, Water Districts, Judiciary, Constitutional, Legislative, Hospitals and SUCs	1,082 offices / 25.08%	244 offices / 6%
Output Indicators			
1. Number and percentage increase of agencies/ offices provided with technical assistance	1,460 agencies / offices	138 agencies / offices / 11%	29 agencies / offices / 2%
2. Percentage of requests for authority for disposition of records approved	78%	82%	82%
Awareness, Appreciation and Access to Archival Records Strengthened			
GOVERNMENT ARCHIVES ADMINISTRATION PROGRAM			
Outcome Indicators			
1. Percentage increase in the number of records served to general public	15% / 3,537 (27,116)	26% / 6,131 (29,710)	2% / 462 (24,041)
2. Percentage increase of users who rated services as good or better	2%	3% / 212 (7,273)	2% / 138 (7,199)
Output Indicators			
1. Number of pages of archival holdings processed	6,356,002 pages	6,500,000 pages	1,804,000 pages
2. Number of pages of damaged records restored	6,291 pages	6,500 pages	4,970 pages
3. Number of promotional activities through printed publication, exhibits, and other media	5 promotional activities	5 promotional activities	4 promotional activities