



Republic of the Philippines
Department of Environment and Natural Resources
BIODIVERSITY MANAGEMENT BUREAU
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ADVANCE COPY

MEMORANDUM

TO : The Regional Executive Directors
Regions 1 to 13, CAR, NCR, CALABARZON and MIMAROPA

FROM : The Undersecretary for Special Concerns
and OIC Director

SUBJECT : **COPY OF BMB TECHNICAL BULLETIN NO. 2021-03 AND REQUEST FOR SUBMISSION OF SPECIAL BUDGET REQUESTS UNDER THE INTEGRATED PROTECTED AREA FUND – SPECIAL ACCOUNT IN THE GENERAL FUND FOR FY 2022**

We are pleased to furnish you a copy of BMB Technical Bulletin No. 2021-03 which prescribes the “Guidelines on the use of Protected Area-Retained Income Account (PA-RIA) and Special Account in the General Fund (SAGF), and Protected Area Trust Receipts (PA-TR) and providing the criteria for the allocation of funds deposited under the IPAF-SAGF in the National Treasury”.

Pursuant to this measure, please be guided on the prescribed activities that may be funded from each IPAF Account. Also, may we reiterate Section 8 of the above-mentioned TB on the submission of Special Budget Requests (SBRs) by PAs that intend to access fund from the IPAF-SAGF for FY 2022. In view hereof, please submit your updated and complete SBR package to this Office **on or before 15 October 2021**, as supported by the following documentary requirements:

1. Letter request for SBR
2. Work and Financial Plan (WFP) duly approved by PAMB
3. Approved PAMB Resolution
4. Financial Plan with UACS (BED 1)
5. Physical Plan (BED 2)
6. Monthly Disbursement Program (BED 3)
7. BF 200 Financial Plan (UACS)
8. BTr Certification (for 75% Old Subfund Prior to RA 10629)
9. MDS Account Number Certified by the Bank
10. Statement of Receipts and Utilization

FOR MOTOR VEHICLES/WATERCRAFTS:

11. Specifications/Description/Classification/Unit Cost and Deployment per Budget Circular No. 2017-1



12. Justification for the purchase of such vehicles
13. Inventory of existing motor vehicles (PENRO)
14. Canvass (3)

FOR OFFICE EQUIPMENT:

15. Inventory of existing office equipment (PENRO)
16. Project Procurement Management Plan

FOR FACILITIES/INFRASTRUCTURE PROJECTS:

17. MGB Certification that the location, sites are not included in the critical geo-hazard areas or no build zones identified
18. Specification of the building to be determined by DPWH

Moreover, given our circumstances due to the pandemic and to expedite processing of your requests, you may submit the e-copy (with e-signatures) of the above-mentioned requirements to BMB through npd@bmb.gov.ph on or before the above-mentioned date, while the original/hard copies may follow.

For information and appropriate action.

EDILBERTO DC LEONARDO