



Republic of the Philippines
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MEMORANDUM

FOR/TO : **The Regional Executive Directors**
CAR, NCR, Regions 1-13

The Bureau Directors
BMB, FMB, LMB, ERDB, EMB and MGB

The Executive Directors
Palawan Council for Sustainable Development Staff
Manila Bay Coordinating Office

The Service Directors
Climate Change Service
Administrative Service
Human Resources and Development Service
Knowledge and Information Systems Service

FROM : **The OIC Director**
Policy and Planning Service

SUBJECT : **REQUEST FOR SUBMISSION OF CATCH-UP PLANS**
OF THE REGIONAL OFFICES

DATE :

This has reference to the DBM Circular Letter No. 2023-10 dated August 9, 2023 regarding the Submission of Agency Catch-Up Plans to facilitate the Budget Execution for the Rest of Fiscal Year 2023.

Please note that the cutoff period is First Semester of FY 2023. May we expect the submission **not later than September 4, 2023** in order for us to have time to consolidate all the catch-up plans. Kindly e-mail the submission at ppso.pmed@denr.gov.ph.

In this regard, attached herewith is the copy of said Circular Letter as well as the template of the Catch-Up Plan.

For preferential attention, please.

CHERYL LOISE T. LEAL

DENR CATCH-UP PLAN 2023
CURRENT APPROPRIATION (RO-BASED BUDGET)

Region:

PROGRAM/ PROJECT ACTIVITY	Performance Indicator/s	Province	TARGET		ACTUAL			SLIPPAGE/ BALANCES	Reason for Over/Under Performance	Catch-Up Plan/ Strategy	ALLOTMENT (Annual GAA)	Obligation ('000) as of June 2023	% Utilization as of June 2023	JULY		AUGUST		SEPTEMBER		OCTOBER		NOVEMBER		DECEMBER	
			ANNUAL	TO DATE	TO DATE	% based on Annual Target	% based on Mid-Year Target							Target	Financial	Target	Financial	Target	Financial	Target	Financial	Target	Financial	Target	Financial
			(1)	(2)	(3)	(4)	(5)							(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)	(22)	(23)	(24)

Prepared by:

Recommending Approval:

Chief, Planning & Management Division

Head of Office

Chief, Finance Division



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



CIRCULAR LETTER

No. 2023 - 10
August 9, 2023

TO : All Heads of Departments/Agencies/State Universities and Colleges (SUCs), including Commissions/Offices under the Constitutional Fiscal Autonomy Group (CFAG), and Government -Owned or -Controlled Corporations (GOCCs) Receiving Budgetary Support; Local Government Units (LGUs); Heads of Finance and Planning Units; and All Others Concerned

SUBJECT : SUBMISSION OF AGENCY CATCH-UP PLANS TO FACILITATE BUDGET EXECUTION FOR THE REST OF FISCAL YEAR (FY) 2023

1.0 RATIONALE

Consistent with the objectives of the Medium-Term Fiscal Framework¹ (MTFF), the National Government shall mobilize and utilize public resources in order to gain the maximum benefits and high multiplier effects for the economy. Towards this end, the P5.268 trillion budget for FY 2023 was enacted to fund programs, activities, and projects (PAPs) in support of the country's economic transformation with the overarching goal of inclusive and sustainable growth.

Relatedly, the government has set the spending target for the year at P5.228 trillion, equivalent to 21.3 percent of GDP. This shall cover the actual payments for goods delivered and services rendered for the year as a result of the implementation of the respective PAPs of line departments/agencies. In turn, this will also support the attainment of the 6.0 to 7.0 percent real GDP growth target for the year².

Given the sizable FY 2023 national budget, government agencies shall execute their programs and projects as authorized in the annual budget and deliver planned results in a timely manner to help buttress robust economic growth.

¹ Concurrent Resolution No. 4 dated September 14, 2022

² As approved by the DBCC during its 185th meeting held on June 9, 2023

Based on the Cash Operations Report of the Bureau of the Treasury as of June 30, 2023, however, the National Government spent below the P2.582 trillion disbursement program for the first semester by P170.5 billion or 6.6 percent. Although preliminary data show that this was due to ongoing implementation of PAPs by line agencies as well as billing or payment concerns or issues encountered, there is a need to ascertain the underlying causes or reasons for the underperformance and undertake measures to address them.

In order to fulfill the objectives of the MTEF, the Department of Budget and Management (DBM) is committed to promote the sound, efficient and effective management and utilization of government resources. Hence, it shall closely monitor the status of program and project implementation to ensure that the government will achieve the disbursement target for FY 2023.

2.0 PURPOSES

- 2.1 To ensure that agencies' programs and projects are undertaken promptly and in accordance with the set targets and timelines;
- 2.2 To utilize the results of the data analysis to establish reasonable performance standards in determining the budget levels for succeeding years; and
- 2.3 To reiterate submission of prescribed reports through electronic online submission using the Unified Reporting System (URS).

3.0 COVERAGE

All departments, bureaus, offices, agencies and Operating Units (OUs) of the national government including commissions/offices under the Constitutional Fiscal Autonomy Group (CFAG), State Universities and Colleges (SUCs), and other recipients of budgetary support, i.e., GOCCs and LGUs.

4.0 GUIDELINES

- 4.1 The agencies shall:
 - 4.1.1 Undertake, on a periodic basis, data analysis which covers identification of agency programs and projects with historical trends of low disbursement rates and those with anticipated delays, among others. This shall involve the following:
 - 4.1.1.1 Compare actual performance versus specified measures and targets;
 - 4.1.1.2 Identify leading indicators for each program, sub-program and project to signal the need for catch-up plans for delays or underperformance; and

4.1.1.3 Come up with an agency delivery and execution strategy to address actual implementation bottlenecks/ delays of these programs and projects.

4.1.2 Submit to the DBM the following:

✓ 4.1.2.1 Latest available financial and physical accomplishments through the URS;

✎ 4.1.2.2 Status of major/flagship programs/projects under FYs 2022 and 2023, particularly those with significant budgetary allocations; and

4.1.2.3 Catch-up plans to address the bottlenecks and reach their respective physical and financial performance targets for the year.

The preparation of the consolidated report from all the operating units of the department/agency shall be the responsibility of the department/agency's central office, for submission to DBM not later than **September 15, 2023**.

4.2 The DBM shall prepare a consolidated report of the agency submission as one of the bases for determining the necessity of any of the following:

4.2.1 For FY 2023: Release of the balance of programmed appropriations and revision of plans/targets, as necessary, based on submitted catch-up plans

4.2.2 For FY 2024: Schedule of Fund Release reflected in the DBM-evaluated Budget Executive Documents as submitted by agencies

4.2.3 For FY 2025: Determination of the proposed budget level

5.0 EFFECTIVITY

This Circular shall take effect immediately.


AMENAH F. PANGANDAMAN
Secretary

