



Republic of the Philippines
Department of Environment and Natural Resources

Visayas Avenue, Diliman, Quezon City
Tel Nos. 929-66-26 to 29; 929-6633 to 35
929-7041 to 43; 9296252; 929-1669
Website: <http://www.denr.gov.ph> E-mail: web@denr.gov.ph

DENR - MIMAROPA - RECORDS SECTION	
RECEIVED	
28 NOV 2022	
BY: _____	<input type="checkbox"/> OUTGOING DATE NO. _____

MEMORANDUM

TO : **THE REGIONAL EXECUTIVE DIRECTOR**
DENR Region IVB
Roxas Boulevard, Ermita, Manila

FROM : **The Officer-in-Charge**
Office of the Undersecretary
Finance, Information Systems and Climate Change

SUBJECT : **FY 2022 PERSONNEL SERVICES (PS) REQUIREMENT OF DENR REGION IV-B**

DATE : November 10, 2022

This refers to the FY 2022 Regular Agency Fund under Personnel Services (PS) requirement of DENR Region IV-B.

Per evaluation of your Budget Financial Accountability Report (FAR 1A) as of September 30, 2022, record shows that you have balance under Regular Agency Fund Personnel Services (PS) of **One Hundred Forty Eight Million Four Hundred Four Thousand Two Hundred Fifty Four Pesos and 28/100 Only (Php 148,404,254.28)**. Your submitted estimated requirement for October to December 2022 is **One Hundred Thirty Two Million Seven Hundred Ten Thousand Seven Hundred Sixteen Pesos and 74/100 Only (Php 132,710,716.74)**.

To maximize utilization of fund and to avoid further justification of unutilized balance under Personnel Services (PS), please prepare an **Advice of Personnel Services Allotment (APSA)** for the withdrawal of your excess balance amounting to **Fifteen Million Six Hundred Ninety Three Thousand Five Hundred Thirty Seven Pesos and 54/100 Only (Php 15,693,537.54)**.

The withdrawal of the said amount is in accordance with the National Budget Circular No. 587 dated January 3, 2022 under 5.3.5 *In instances where an insufficiency in PS occurs and frontloading shall be resorted to, available PS allotments which have been comprehensively released may be utilized subject to approval of Agency Head;* and under Section 53, General Provision (GP) of the FY 2022 GAA states that, "Any available allotment for Personnel Services within the Department or agency may be utilized by said department or agency for the payment of deficiencies in authorized personnel benefit".

For your information and appropriate action.


ASEC NONITA S. CAGUIOA



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
Tel Nos. 929-6626 to 29; 929-6633 to 35
926-7041 to 43; 929-6252; 929-1669
Website: <http://www.denr.gov.ph> / E-mail: web@denrgov.ph

MEMORANDUM

FOR : **Officer-in-Charge**
Office of the Undersecretary
Finance, Information Systems and Climate Change

FROM : **The Director**
Financial and Management Service

SUBJECT : **WITHDRAWAL OF PERSONNEL SERVICES (PS)**
ALLOTMENT OF DENR REGION IV-B

DATE : 10 November 2022

REFERENCES:

- PS Analysis of DENR Region IV-B;
- Financial Accountability Report (FAR 1-A) as of 30 September 2022;

BACKGROUND:

Based on the evaluation of Budget and Financial Accountability Report (FAR 1-A) as of 30 September 2022 and estimated Personnel Services Requirement for FY 2022, we noted that DENR Region IV-B generated savings under PS Allotment amounting to **Fifteen Million Six Hundred Ninety-Three Thousand Five Hundred Thirty-Seven Pesos and 54/100 (₱15,693,537.54)**.

LEGAL BASIS:

In order to fund the PS deficiencies of various offices under the Department, the abovementioned amount will be reallocated to other DENR offices, pursuant to the following legal basis:

- Section 53 of the General Provisions, FY 2022 General Appropriations Act (RA 11639); and
 - Section 5.3.5 of National Budget Circular No. 587 Guidelines on the Release of Funds for FY 2022 dated January 3, 2022.
- 4

RECOMMENDATION:

In view of the foregoing and in order to facilitate the release of allotment to the other DENR offices with Personnel Services deficiency, the withdrawal of PS Allotment from DENR Region IV-B is **recommended**.

For your consideration.


ANGELITO V. FONTANILLA

APPROVED/DISAPPROVED:
By the authority of the Secretary


ASEC NONITA S. CAGUIOA

Department of Environment and Natural Resources
Office of the Secretary
DENR-REGION IVB
PS ANALYSIS CY 2022

UACS DESCRIPTION	FY 2022 PS REQUIREMENTS PER EXPANDED PLANTILLA	ALLOTMENTS					OBLIGATIONS as per BFARS				BALANCE of Allotment as of (Total Allotment - Obligations)	4th Quarter Estimated Requirements	PS DEFICIENCY / SAVINGS
		ALLOTMENT RECEIVED	REALIGNMENT/ ADJUSTMENT (per object)	ADJUSTED PS ALLOTMENT	SAA (REGULAR/ MPBF)	TOTAL ALLOTMENT	1st Quarter Ending March 31	2nd Quarter Ending June 30	3rd Quarter Ending Sept. 30	TOTAL			
PERSONNEL SERVICES													
Basic Salary - Civilian	324,820,000.00	342,500,000.00	(6,332,666.60)	336,167,333.40		78,481,283.90	83,394,909.26	27,253,568.57	81,760,705.71	90,885,216.28	79,537,882.88	11,347,333.40	
Salaries and Wages - Casual/Contractual	4,275,000.00	4,299,000.00	(24,000.00)	4,275,000.00		741,231.35	1,094,761.17	603,092.27	2,439,084.79	1,835,915.21	1,835,915.21	-	
PERA - Civilian	24,580,900.00	25,992,000.00		25,992,000.00		5,917,199.48	6,317,786.34	6,174,271.48	18,409,257.30	7,582,742.70	6,171,642.70	1,411,100.00	
Representation Allowance	2,245,800.00	1,530,000.00	290,681.81	1,820,681.81		518,795.45	496,875.00	596,261.36	1,611,931.81	208,750.00	633,868.19	(425,118.19)	
Transportation Allowance	1,700,000.00	1,470,000.00	201,056.81	1,671,056.81		387,670.45	379,375.00	366,761.36	1,133,806.81	537,250.00	566,193.19	(28,943.19)	
Clothing/Uniform - Civilian	5,940,000.00	6,498,000.00	6,000.00	6,504,000.00		5,868,000.00	6,000.00	66,000.00	5,940,000.00	564,000.00	-	564,000.00	
Year End Bonus - Civilian	29,179,500.00	28,542,000.00		28,542,000.00					-	28,542,000.00	29,179,500.00	(637,500.00)	
Cash Gift - Civilian	5,560,000.00	5,415,000.00		5,415,000.00			5,415,000.00		-	5,415,000.00	5,560,000.00	(145,000.00)	
Mid Year Bonus - Civilian	26,710,764.00	28,542,000.00	93,483.00	28,635,483.00			26,710,764.00		26,710,764.00	1,924,719.00	-	1,924,719.00	
Allowance of Attorney's de Office - Civilian	800,000.00	1,560,000.00		1,560,000.00			45,000.00		45,000.00	1,470,000.00	710,000.00	760,000.00	
Productivity Enhancement Incentive - Civilian	5,379,750.00	5,415,000.00		5,415,000.00					-	5,415,000.00	5,379,750.00	35,250.00	
Performance Based Bonus - Civilian	19,339,370.00			-	19,339,370.00			13,009,205.15	19,281,576.67	57,793.33	57,793.33	-	
Anniversary Bonus - Civilian	2,928,000.00	393,000.00	2,535,000.00	2,928,000.00			2,928,000.00		2,928,000.00	-	-	-	
Retirement and Life Insurance Premiums	40,042,811.52	41,101,000.00		41,101,000.00		8,300,978.97	10,728,901.14	9,514,080.19	28,543,960.30	12,557,039.70	11,498,851.22	1,058,188.48	
Pag-IBIG - Civilian	1,283,252.00	1,301,000.00		1,301,000.00		276,300.00	322,392.92	300,800.00	899,492.92	401,507.08	383,759.08	17,748.00	
PhilHealth - Civilian	6,162,562.00	5,858,000.00		5,858,000.00		1,023,348.95	1,296,091.98	1,623,338.41	3,942,979.34	1,915,020.66	2,219,612.66	(304,592.00)	
ECIP - Civilian	1,276,400.00	1,301,000.00	11,600.00	1,312,600.00		267,600.00	325,100.00	299,700.00	892,400.00	420,200.00	384,000.00	36,200.00	
Terminal Leave Benefits- Civilian	8,469,665.46	5,582,000.00	3,182,702.98	8,764,702.98			4,163,244.46	4,306,421.00	8,469,665.46	295,037.52	90,799.50	295,037.52	
Lump-Sum for Step Increments - Length of Service	100,839.00	858,000.00	(33,858.00)	824,142.00			10,039.50		10,039.50	814,102.50	723,303.00	723,303.00	
Loyalty Award - Civilian	375,000.00	425,000.00	70,000.00	495,000.00		15,000.00	105,000.00	255,000.00	375,000.00	120,000.00	-	120,000.00	
SUB-TOTAL PERSONNEL SERVICES	471,126,832.46	467,481,000.00	-	467,481,000.00	19,339,370.00	93,496,429.58	133,867,711.15	110,835,474.99	338,416,116.72	148,404,254.28	132,710,716.74	15,693,637.54	
RLIP	40,042,811.52	41,101,000.00	-	41,101,000.00	-	8,300,978.97	10,728,901.14	9,514,080.19	28,543,960.30	12,557,039.70	11,498,851.22	1,058,188.48	
TOTAL PS	511,169,643.98	508,582,000.00	-	508,582,000.00	19,339,370.00	101,797,408.55	144,596,612.29	120,349,555.18	366,960,076.02	160,961,293.98	144,209,567.96	16,761,726.02	