



Republic of the Philippines  
Department of Environment and Natural Resources  
**BIODIVERSITY MANAGEMENT BUREAU**  
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MAY 11 2023

**MEMORANDUM**

**FOR :** The Regional Executive Directors  
All Regions

**FROM :** The Supervising Ecosystems Management Specialist  
In-Charge, Office of the Director

**SUBJECT :** **SUBMISSION OF THE BUREAU OF THE TREASURY (BTr) ON THE INCOME THAT ACCRUED TO THE INTEGRATED PROTECTED AREA FUND-SPECIAL ACCOUNT IN GENERAL FUND (IPAF-SAGF)**

This is in reference to the management and administration of the Integrated Protected Area Fund as mandated by the NIPAS Act, as amended by RA 11038.

Part of the reporting system of the IPAF is the submission of Bureau of Treasury (BTr) Certification on the deposited income that has accrued to the Special Account in the General Fund (SAGF). BTr Certification is also one of the vital requirements needed to be submitted to this Bureau to support the annual processing of Special Budget Request (SBR) under the IPAF-SAGF. However, only a few protected areas have submitted their respective BTr Certification in the previous years.

In order to facilitate access to the IPAF-SAGF in CY 2024 as well as to reconcile the IPAF data, and to utilize the balances from the old sub fund prior to RA 10629, may we request the submission of BTr Certification from all income-generating PAs **on or before 31 July 2023**. Should you need assistance in following up the certification from the BTr, please inform us.

We would also like to reiterate the Bureau's Memoranda dated 05 March 2021 and 06 July 2022 on the submission of accomplishment reports under the IPAF-RIA and inventory of IPAF-procured Motor Vehicles. Further, all Regions are reminded of the timely submission of quarterly IPAF income reports using the prescribed forms: FAR No. 2 and FAR No. 5. Statement of Receipts and Utilization reflecting the annual receipt, utilization, and remaining balance should also be submitted along with the quarterly income collection reports. To facilitate the submission of the said documents, you may upload them through this link: <https://bit.ly/IPAFReports>.

Lastly, please be guided by the Bureau of Treasury Circular No. 2022-02 dated 31 May 2022 on the "Guidelines in national deposited collection and issuance of Certification of Deposited National Collections in line with the Enhanced National Government Collection and Disbursement System (NGCDS) of the Bureau of Treasury" which establishes the new clearing account for IPAF-SAGF which is: **3402-2850-51**. This shall be reflected in the oncall deposit slips when depositing 25% of the IPAF income.

For information and consideration.

  
**ANSON M. TACTAG**

Copy furnished:  
Office of the Director, DENR-Financial and Management Service



UNITED NATIONS DECADE ON  
**ECOSYSTEM  
RESTORATION**  
2021-2030



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