



Republic of the Philippines
Department of Social Welfare and Development

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MEMORANDUM CIRCULAR

No. 12
Series of 2010

TO : All DSWD Undersecretaries/Cluster Heads, Assistant Secretaries/ Coach Monitors, Bureau Directors, Regional Directors, Service Directors, All Concerned Officials and Employees

SUBJECT : Amendment to Memorandum Circular No. 15, series of 2009, entitled: Guidelines on the Management and Utilization of Priority Development Assistance Fund (PDAF)/Congressional Initiative (CI).

Section 4.16 of Memorandum Circular No. 15, series of 2009, is hereby amended, as follows:

from

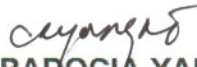
"4.16 The Internal Audit Service (IAS) of the Department shall verify the validity of this document and submit recommendation whether or not to release the second and final tranche, as the case may be. It shall likewise validate the final completion and liquidation report of the final tranche and submit recommendation on whether or not the NGO/PO has satisfactorily complied with the provisions of the MOA with regard to the implementation of the project. It shall also include a recommendation on the future action the Department may take on the NGO/PO on future projects of DSWD."

To read as follows:

4.16 **The validation team of the Internal Audit Service (IAS), Program Management Bureau (PMB) or Financial Management Service (FMS) of DSWD Central Office or the validation teams of the DSWD Field Office where the project is implemented, shall verify the validity of the interim Fund Utilization Report of the previous fund release and submit the recommendation whether or not to release the second and final tranche, as the case may be. However, as regards to the final tranche, it shall be the**

responsibility of the Internal Audit Service (IAS) of the Department to validate the final completion and liquidation report of the final tranche and submit recommendation on whether or not the NGO/PO has satisfactorily complied with the provisions of the MOA with regard to the implementation of the project. It shall also include a recommendation on the future action the Department may take on the NGO/PO on future projects of DSWD.

Issued at Quezon City, this 29th day of June 2010.


CELIA CAPADOCIA-YANGCO
Acting Secretary

