



Republic of the Philippines  
Regional Development Council XI

**MEMORANDUM**

**IMPORTANT**

FOR : **All RDC XI Officers and Members  
All Concerned Agency Regional Office (ARO) Regional  
Directors/Heads  
All Concerned State University and Colleges (SUC) Presidents  
All Concerned Government-Owned and Controlled Corporation  
(GOCC) Heads**

FROM : The RDC XI Vice-Chairperson

SUBJECT : **PREPARATION FOR THE CONDUCT OF THE RDC XI  
CONSULTATION/REVIEW OF THE FY 2019 ARO/SUC/SDA/GOCC  
BUDGET PROPOSALS FOR DAVAO REGION**

DATE : 19 January 2018

1. In compliance with National Budget Memorandum No. 129 (Fiscal Year 2019 Budget Call) signed by Secretary Benjamin E. Diokno on January 3, 2018 and in consonance with the Council's mandate as provided for in Executive Order No. 325, series of 1996 and Memorandum Circular 54, series of 2004; the RDC XI hereby issues the attached Guidelines for the preparation, review/consultation, and endorsement of the FY 2019 Budget Proposals of Davao Region AROs/SUCs/SDAs/selected GOCCs to the National Government.
2. The RDC XI Review and Consultation on the FY 2019 Budget Proposals is scheduled on **February 21-23, 2018** at the NEDA-RDC XI Center, Bangkal, Davao City. In this connection, all concerned AROs, SUCs, SDAs and selected GOCCs are requested to submit the following documents to the RDC XI Secretariat not later than **12 February 2018**:
  - Electronic copy of FY 2019 Tiers 1 and 2 Budget Proposals **duly signed and endorsed by ARO/SUC/GOCC Heads**, using the attached templates labeled as **Annex A.1** and **A.2**;
  - Electronic copy of the Status Report of the Agency's FY 2018 budget proposals vis-à-vis the 20186 AIP and the 2018 General Appropriations Act (GAA) (**Annex B**);
  - Electronic copy of the FY 2017 Budget Utilization Report (**Annex C**);
  - Electronic copy of the FY 2019 ARO/SUC/GOCC Presentation Material following the prescribed templates (**Annex D**);
  - Electronic copies of the following Budget Preparation (BP) Forms per Item 13 of the attached RDC XI Guidelines, to wit:
    - *BP Form B for Agency Performance Measures*

- *BP Form C for Summary of RDC Inputs and Recommendations on Agency New and Expanded Programs and Projects (to be submitted after the RDC XI Budget Review)*
  - *BP Form D for CSO Report of CSOs' Inputs on Ongoing and New Spending Projects and Activities*
  - *BP Form 100 especially for SUCs in the context of Total Resource Budgeting*
  - *BP Form 201-F for Climate Change Expenditures*
  - *BP Form 202 for Profile and requirements of On-going Programs/locally-funded Projects*
  - *BP Form 203-A for Profile of On-going Foreign-assisted projects*
3. Please send the requested electronic copies through e-mail at [nedaroxi@nedaxi.net](mailto:nedaroxi@nedaxi.net) not later than **12 February 2018**. To ensure uniformity and brevity of presentations, we are requesting all concerned agencies to use the prescribed presentation template that is downloadable at <http://nro11.neda.gov.ph/>.
  4. To facilitate decision-making, the RDC XI enjoins the **ARO Regional Director/SUC President/SDA/GOCC Head to personally present his/her agency's budget proposal**.
  5. For clarifications and other concerns, please feel free to contact the RDC XI Secretariat c/o NEDA Regional Office at (082) 296-0160 to 64 local 107 and look for Ms. Jerene M. Gil or Ms. Marites O. Hidalgo.
  6. For guidance and consideration.

*Maria Lourdes D. Lim*

**MARIA LOURDES D. LIM, CESO II**  
Vice-Chairperson, RDC XI and  
Regional Director, NEDA XI

Encl. : a/s