Full Disclosure Policy

MC 2019-149 August 30, 2019/ Full Disclosure Policy Portal Version 3

Title: “Implementing Guidelines on the Full Disclosure Policy of Local Budget and Finances and Bids and Public Offerings”

| **DOCUMENTS TO BE POSTED**  (MC 2019-149) | **EXACT DOCUMENT** | **PERIOD OF POSTING**  (MC 2019-149) |
| --- | --- | --- |
| 1. Annual Budget | Annual Budget 2024 | On or before January 20 or not later than 20 days after the approval of the Local Sanggunian |
| 2. Annual Procurement Plan or Procurement List (Current Year) | Annual Procurement Plan 2024 | On or before January 31 of each year |
| 3. Supplemental Procurement Plan (previous year) | Supplemental Procurement Plan 2023 | Not later than the end of 1st Quarter |
| 4. Annual GAD Accomplishment Report | 2023 GAD Accomplishment Report | Not later than the end of January of the ensuing year |
| 5. Statement of Receipts and Expenditures | Statement of Receipts and Expenditures 4th Quarter 2023 | For 1st Quarter to 3rd Quarter, every 15th day of the ensuing Quarter of each year  For 4th Quarter, on or before February 28th day of the ensuing year |
| Statement of Receipts and Expenditures 1st Quarter 2024 |
| Statement of Receipts and Expenditures 2nd Quarter 2024 |
| Statement of Receipts and Expenditures 3rd Quarter 2024 |
| Statement of Receipts and Expenditures 4th Quarter 2024 |
| 6. Statement of Indebtedness, Payment, and Balances (immediately preceding year) | Statement of Indebtedness, Payment, and Balances 4th Quarter 2023 | For 1st Quarter to 3rd Quarter, every 20th day of the ensuing Quarter of each year  For 4th Quarter or year-end report, on or before March 31 of the ensuing year |
| Statement of Indebtedness, Payment, and Balances 1st Quarter 2024 |
| Statement of Indebtedness, Payment, and Balances 2nd Quarter 2024 |
| Statement of Indebtedness, Payment, and Balances 3rd Quarter 2024 |
| Statement of Indebtedness, Payment, and Balances 4th Quarter 2024 |
| 7. 20% Component of the National Tax Allotment Utilization (NTAU) | 20% Component of the National Tax Allotment Utilization (NTAU) 4th Quarter 2023 | 20 days after the end of each quarter |
| 20% Component of the National Tax Allotment Utilization (NTAU) 1st Quarter 2024 |
| 20% Component of the National Tax Allotment Utilization (NTAU) 2nd Quarter 2024 |
| 20% Component of the National Tax Allotment Utilization (NTAU) |
| 20% Component of the National Tax Allotment Utilization (NTAU) |
| 8. Local Disaster Risk Reduction and Management Fund Utilization | Local Disaster Risk Reduction and Management Fund Utilization 4th Quarter 2023 | 20 days after the end of each quarter |
| Local Disaster Risk Reduction and Management Fund Utilization 1st Quarter 2024 |
| Local Disaster Risk Reduction and Management Fund Utilization 2nd Quarter 2024 |
| Local Disaster Risk Reduction and Management Fund Utilization 3rd Quarter 2024 |
| Local Disaster Risk Reduction and Management Fund Utilization 4th Quarter 2024 |
| 9. Quarterly Statement of Cash Flows | Quarterly Statement of Cash Flows 4th Quarter 2023 | 20 days after the end of each quarter |
| Quarterly Statement of Cash Flows 1st Quarter 2024 |
| Quarterly Statement of Cash Flows 2nd Quarter 2024 |
| Quarterly Statement of Cash Flows 3rd Quarter 2024 |
| Quarterly Statement of Cash Flows 4th Quarter 2024 |
| 10. Bid Results on Civil Works, Goods and Services, and Consulting Services | Bid Results on Civil Works, Goods and Services, and Consulting Services 4th Quarter 2023 | 20 days after the end of each quarter |
| Bid Results on Civil Works, Goods and Services, and Consulting Services 1st Quarter 2024 |
| Bid Results on Civil Works, Goods and Services, and Consulting Services 2nd Quarter 2024 |
| Bid Results on Civil Works, Goods and Services, and Consulting Services 3rd Quarter 2024 |
| Bid Results on Civil Works, Goods and Services, and Consulting Services 4th Quarter 2024 |
| 11. Trust Fund Utilization | Trust Fund Utilization 4th Quarter 2023 | 20 days after the end of each quarter |
| Trust Fund Utilization 1st Quarter 2024 |
| Trust Fund Utilization 2nd Quarter 2024 |
| Trust Fund Utilization 3rd Quarter 2024 |
| Trust Fund Utilization 4th Quarter 2024 |
| 12. SEF Utilization | SEF Utilization 4th Quarter 2023 | 20 days after the end of each quarter |
| SEF Utilization 1st Quarter 2024 |
| SEF Utilization 2nd Quarter 2024 |
| SEF Utilization 3rd Quarter 2024 |
| SEF Utilization 4th Quarter 2024 |
| 13. Unliquidated Cash Advances | Unliquidated Cash Advances 4th Quarter 2023 | 20 days after the end of each quarter |
| Unliquidated Cash Advances 1st Quarter 2024 |
| Unliquidated Cash Advances 2nd Quarter 2024 |
| Unliquidated Cash Advances 3rd Quarter 2024 |
| Unliquidated Cash Advances 4th Quarter 2024 |
| 14. Human Resource Complement (formerly Manpower Complement) | Human Resource Complement 4th Quarter 2023 | 20 days after the end of each quarter |
| Human Resource Complement 1st Quarter 2024 |
| Human Resource Complement 2nd Quarter 2024 |
| Human Resource Complement 3rd Quarter 2024 |
| Human Resource Complement 4th Quarter 2024 |