



Republic of the Philippines
OFFICE OF THE SECRETARY
Elliptical Road, Diliman
1100 Quezon City

Department of Agriculture
SAAD-Program
RECEIVED

Date: 11/19/20
By: Jm

November 16, 2020

MEMORANDUM

TO : ALL CONCERNED DIVISION/UNITS OF DA CENTRAL OFFICE

Attention : All Officials and Employees concerned

SUBJECT : DEADLINE of Submission for OBLIGATION REQUEST AND STATUS (ORS)


Pursuant to Section 91 of General Provisions, CY 2020 GAA, which states that, "within 30 days after the end of every quarter, departments, bureaus.....shall submit the quarterly reports on its Financial and Physical accomplishments to the Oversight Committee...." Premise considered, all Concerned Officials and Employees of the Department are hereby **INFORMED** and **INSTRUCTED** that the deadline of submission of all Obligation Request and Status (ORS) **is at the close hour of December 18, 2020 ONLY.**

As such, all concerned are hereby enjoined to submit all necessary and valid documents (e.i. reimbursements) together with the signed (per GMO #3) box A of ORS to the Budget Division to be considered for processing and approval up to that deadline only and in order *to give time to any corrections, adjustments and final reconciliations before the closing of the e-budget system.*

Any request for ORS after the deadline will no longer be entertained and the burden of payment will be construed against the claimant, (e.g. fait accompli or quantum meruit).

For strict compliance.

By Authority of the Secretary:


ROLDAN G. GORGONIO
Undersecretary for Administration and Finance



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Office of the Undersecretary for Administration and Finance
Department of Agriculture

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with prosperous farmers and fisherfolk

