

Republic of the Philippines
NATIONAL POLICE COMMISSION
NATIONAL HEADQUARTERS, PHILIPPINE NATIONAL POLICE
Camp BGen Rafael T Crame, Quezon City

REVISION OF FEES COMMITTEE
RESOLUTION NO. 01-2020

**RESOLUTION RECOMMENDING THE INCREASE OF
MOTOR VEHICLE CLEARANCE CERTIFICATE FEE
OF THE PNP HIGHWAY PATROL GROUP**

WHEREAS, Administrative Order No. 257 provides among others that the statutory and regulatory functions of all agencies absorbed into the PNP must be continued by the PNP and revenues derived therefrom must accrue to the PNP;

WHEREAS, pursuant to para. 6 of the DOF-DBM-NEDA Joint Circular No. 1-2013 dated January 30, 2013, the Revision of Fees Committee is created to conduct review, study, and recommendation on the necessity of imposing new/revised fees;

WHEREAS, the PNP Highway Patrol Group (HPG) sought for the balance between recovering the costs of services rendered due to the increasing administrative costs and other maintenance expenses for the preparation and issuance of Motor Vehicle Clearance Certificate (MVCC);

WHEREAS, after a careful study and various assessments made by this Committee taking into consideration its socio-economic impact, the proposed rates are just and reasonable;

WHEREAS, upon the recommendation of the Revision of Fees Committee, the increase of Motor Vehicle Clearance Certificate Fee issued by PNP Highway Patrol Group shall be recommended for the approval of the SILG;

NOW, THEREFORE, this Committee, in the exercise of its power under DOF-DBM-NEDA Joint Circular No. 1-2013, para. 6, resolves, as it hereby resolved, the approval of this resolution recommending to the Secretary of the Interior and Local Government for his approval, the increase of MVCC Fee from One Hundred Pesos (Php100.00) to **Three Hundred Pesos (Php300.00)** which the PNP will benefit through the Trust Receipts collection.

Camp BGen Rafael T Crame, Quezon City this ____ day of _____ 2020.

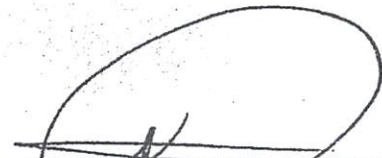
RFC Resolution No. 01-2020

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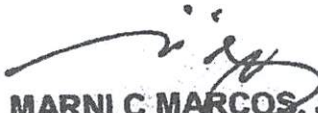
Ritza C Diolata
RITZA C DIOLATA
Police Lieutenant Colonel

Page 1 of 3

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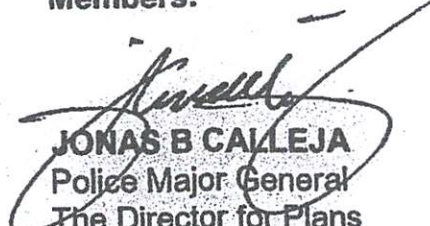


CAMILO PANCRATIUS P CASCOLAN
Police Lieutenant General
The Deputy Chief, PNP for Administration
Chairman



MARNI C MARCOS, JR
Police Brigadier General
The Acting Director for Comptrollership
Vice-Chairman

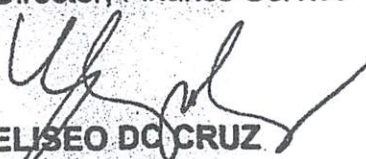
Members:




JONAS B CALLEJA
Police Major General
The Director for Plans



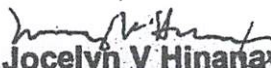
FERDINAND B DAWAY
Police Brigadier General
Director, Finance Service



ELISEO D. CRUZ
Police Brigadier General
Director, Highway Patrol Group



ARTHUR R CABALONA
Police Colonel
Chief, Management Division, DC
Head Secretariat



NUP Jocelyn V Hinanay
Chief, Accounting Division, DC

Authenticated by:



RITZA C DIOLATA
Police Lieutenant Colonel

Recommend Approval:

gumbo
ARCHIE FRANCISCO F GAMBOA
Police General
Chief, Philippine National Police

Approved/Disapproved:

[Signature]
EDUARDO M ANO
Secretary, DILG



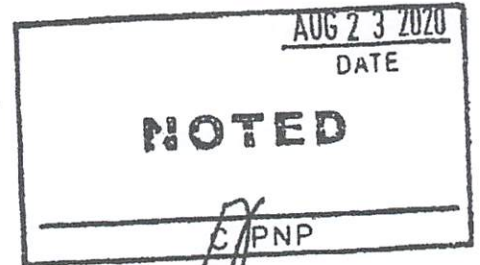
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Authenticated by:

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PITZA C DIOLATA
Police Lieutenant Colonel

RFC Resolution No. 01-2020



REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
 DILG-NAPOLCOM Center, EDSA corner Quezon Avenue, Quezon City
<http://www.dilg.gov.ph>

OFFICE OF THE UNDERSECRETARY FOR PEACE AND ORDER

**1st Endorsement
 Reference No. E0819-2**

CPNP *Noted 20* N015239



N015239

Forwarded to **PGEN ARCHIE FRANCISCO F. GAMBOA**, Chief Philippine National Police, for your information and reference, is the Revision of Fees Committee Resolution the increase of PNP Motor Vehicle Clearance Certificate Fee of the Highway Patrol Group (HPG) signed by the Secretary, DILG.


BERNARDO C FLORECE, JR
 Undersecretary

Authenticated by:

RITZA C DIOLATA
 Police Lieutenant Colonel

 **OCPNP**
 in Doc 20 P471503




Republic of the Philippines
 NATIONAL POLICE COMMISSION
 NATIONAL HEADQUARTERS, PHILIPPINE NATIONAL POLICE
 OFFICE OF THE CHIEF, PNP
 Camp BGen Rafael T Crame, Quezon City

JUL 07 2020

Secretary EDUARDO M. AÑO
 Department of the Interior and Local Government
 DILG-NAPOLCOM Center
 EDSA corner Quezon Avenue
 Quezon City

DILG-OSEC	
RECEIVED BY: <u>Wint</u>	
DATE: <u>JUL 10 2020</u>	TIME: <u>12:05</u>
CONTROL NO: _____	

Dear Secretary Año:

This pertains to the Revision of Fees Committee Resolution recommending the increase of PNP Motor Vehicle Clearance Certificate Fee of the Highway Patrol Group (HPG). This is in accordance with the provision of DOF-DBM-NEDA Joint Circular No. 1-2013.

The PNP adhered to the provision in the determination of rates by taking into consideration the socio-economic impact of the imposition in coordination with stakeholders to ensure that the said increase in rate is just and reasonable. Likewise, the rate is comparable with the rates being imposed for the services offered by other agencies and private entities.

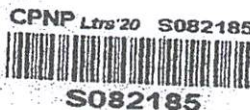
In this regard, may we respectfully request approval and signature on the attached Resolution recommending the increase of Motor Vehicle Clearance Certificate Fee of the PNP HPG.

For the Secretary's consideration.

Very truly yours,



Archie
ARCHIE FRANCISCO F GAMBOA
 Police General
 Chief, PNP



Authenticated by:

Ritza C Diolata
RITZA C DIOLATA
 Police Lieutenant Colonel



Republic of the Philippines
NATIONAL POLICE COMMISSION
NATIONAL HEADQUARTERS, PHILIPPINE NATIONAL POLICE
OFFICE OF THE CHIEF, PNP
Camp BGen Rafael T Crame, Quezon City

PNP MEMORANDUM CIRCULAR
NO.: 2020-005

10 FEB 2020

ADMINISTRATION OF THE PNP TRUST RECEIPTS

1. REFERENCES:

- a. DBM Circular Letter No. 2011-15 dated December 26, 2011 with Subject - Validity of Notice of Cash Allocation (NCA);
- b. DBM-DILG Joint Circular No. 1-92 dated May 8, 1992, entitled: "Rules and Regulations in the Proper Handling/Administration of the Trust Receipts of the Philippine National Police";
- c. COA Joint Circular No. 9-81 dated November 30, 1983, entitled: "Amendment to the Joint Circular No 9-81, dated October 19, 1981, Providing Consolidated and Revised Guidelines in the Proper Handling, Operation and Accounting for Trust Receipts";
- d. Fiscal Directive No. 2015-12 dated October 19, 2015, on Revised New Fees/Rates of Fees and Charges Relative to the Regulation of Firearms and Ammunition;
- e. CMC No. 44-13 dated August 23, 2013, entitled: "Administration of the PNP Trust Receipts";
- f. NHQ SOP No. 24 (As Amended) Series 2012 undated, entitled: "Administration of the PNP Trust Receipts";
- g. NHQ SOP No. 24 (As Amended) Series 2006 undated, entitled: "Administration of the PNP Trust Receipts";
- h. NHQ PNP Circular No. DPL-03-02 dated October 26, 2003, on Delegation of Authority;
- i. NHQ SOP No. 24 dated May 18, 2000, entitled: "Administration of the PNP Trust Receipts"; and
- j. NHQ SOP No. 24 dated October 15, 1992, entitled: "Administration of the PNP Trust Receipts."

2. RATIONALE:

- a. To ensure that the policies and guidelines concerning the judicious and equitable administration of the PNP Trust Receipts (TR) are in accordance with the current Government fiscal and auditing policies;
- b. To include identified new sources of TR, adherence to new DBM issuances, updating of policies on the utilization or non-utilization of the approved Program of Expenditures and procedural guidelines in the monitoring of TR funded infrastructure projects; and

Authorized by:

PCOL STEVE B. LUDAN
Chief Management Division, DC

Authenticated by:

RITZA C DIOLATA
Police Lieutenant Colonel

- c. Ultimately, this Memorandum Circular (MC) purports clarity for the effective, efficient and transparent management of the PNPTR to maximize its contribution to the improvement of PNP services.

3. SITUATION:

The existing Command Memorandum Circular on the administration of the PNPTR needs to be amended in order to respond to the recent developments on financial management set by DBM policies and guidelines. The utilization of fund on a quarterly basis is no longer in consonance with the objective of prompt, efficient, and effective utilization and administration of the TR funds, hence, the necessity to adopt the monthly programming and implementation of TR projects. With this, the amended provisions on the monthly programming and inclusion of procedural guidelines in the Reversion and Reprogramming of Trust Receipts Funds are considered just as necessary.

4. PURPOSE:

To implement policies and provide guidelines concerning the administration of the PNPTR.


5. DEFINITION OF TERMS:

- a. **Balances** – refer to the portions of any released funding memo which have not been obligated as a result of the following:
- 1) Final discontinuance or abandonment of an on-going Program, Activity or Project (P/A/P) by the head of the office/unit concerned due to causes not attributable to the fault or negligence of the said office/unit which would not render it possible to implement the said P/A/P during the validity of the funding memo;
 - 2) Decreased cost resulting from improved efficiency during the implementation or until the completion of the P/A/P of an office/unit; or
 - 3) Difference between the approved budget for the contract and the contract award price.
- b. **Deputized Collecting Agents** – refer to bonded Finance Officers/PNP personnel who are given authority by Finance Service to collect Trust Receipts and to deposit the same to the PNP Trust Account.
- c. **Direct Operating Costs** – expenditures directly incurred in operating equipment and facilities only (excluding personnel services and depreciation of equipment).
- d. **Disbursement** – constitutes all cash paid out during a given period either in currency (cash) or by check. It may also mean the settlement

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Chief Management Division, DC

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Police Lieutenant Colonel

in the collection of fees and charges imposed in pursuit of the statutory and regulatory functions of the PNP.

- n. **Trust Receipts** -- refer to receipts from non-tax sources authorized by law for specific purposes which are collected/received by a government office or agency acting as trustee, agent or administrator, or which have been received as guaranty for the fulfillment of an obligation, and all other collections classified by law or regulations. This shall include, but not be limited to, income from the following PNP operations and statutory/regulatory functions:
- 1) Income producing activities of the PNP such as, but not limited to:
 - a) Treatment or hospitalization of non-PNP members in the PNP Hospital and Dispensaries;
 - b) Reimbursement from PHILHEALTH except professional fees;
 - c) Tests and analyses conducted by the PNP Crime Laboratory Service;
 - d) Utilization of unused portions of PNP camps, reservations or installations;
 - e) Rentals of PNP equipment and facilities such as aircrafts, vessels, engineering equipment, and vehicles, etc.;
 - f) Collections from rent of concessionaires;
 - g) Fees for use of navigational aids;
 - h) Other income-producing activities conducted by the PNP where PNP resources are utilized;
 - i) Collection from payments made from the use of the PNP Transformation Oval and Multi-Level Parking facilities;
 - j) Collection from payments made from the use of Public Address System (PAS) and Audio-Visual Coverage provided by the Communications and Electronics Service; and
 - 2) Collections/fees in the exercise of statutory/regulatory functions of the PNP are those pertaining to:
 - a) Security Agency License;
 - b) Security Guard License;
 - c) Firearms Licensing and other related activities as enumerated in para A. 2-12 of the Executive Order 256 dated December 21, 1995;

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PCOL STEVE BLUDAN
Chief Management Division, DC

Authenticated by:


RITZA C DIOLATA
Police Lieutenant Colonel

- d) Permit to purchase, store, import or transport explosives and explosives ingredients;
- e) Licenses/Certificates issued by the PNP for Marine Officers Rating;
- f) Motor Vehicle Clearance;
- g) Police Security Clearance;
- h) National Police Clearance/Police Station Clearance;
- i) Fines imposed by the PNP Maritime Group on any violation of maritime laws, rules, and regulations including illegal cargoes; and
- j) All other licenses, certificates, permits, fines, and penalties currently required and those which may subsequently be required by the PNP.

6. SCOPE:

This MC covers all PNP Trust Receipts from income producing activities and fees/collections enumerated under paragraph 5 (n) above.

7. POLICIES:

- a. Income from PNP activities enumerated in paragraph 5 (n) shall constitute the PNP Trust Receipts (PNPTR) and are available for use by the PNP subject to the approval of the Secretary of the Interior and Local Government (SILG); Provided, that the net proceeds of the firearms license fees collections (as defined in paragraph no. 1, Section IA, Executive Order 256) for the programming period to the exclusion of the other fees and charges required/collected by the Firearms and Explosives Office (FEO), Civil Security Group (CSG), PNP shall be remitted to the Scholarship Fund pursuant to Republic Act 6963 in accordance with the following allocations:

Philippine National Police (PNP)	...	40%
Armed Forces of the Philippines (AFP)	...	30%
Bureau of Fire Protection (BFP)	...	20%
Bureau of Jail Management and Penology (BJMP)...		10%

Authenticated by:

- b. Collections for light and water, telephone services and other utilities from tenants of PNP camps, treated as Trust Liabilities, shall not be treated as PNP Trust Receipts and shall be the subject of a separate PNP Standard Operating Procedure (SOP);

PCOL STEVE B. LUDAN
Chief Management Division, DC

Authenticated by:



RITZA C DIOLATA
Police Lieutenant Colonel

- c. Collections from rentals of PNP quarters/housing shall be remitted to the PNP Shelter Board;
- d. Payments for the FEO, Permit to Carry Firearms Outside Residence (PTCFOR) and Supervisory Office for Security and Investigation Agencies (SOSIA) fees shall be made at the Land Bank of the Philippines (LBP) while Collecting Officers (COs) shall be deputized for the Other Trust Receipts collections using Official Receipts (OR) and shall serve as the temporary fund custodian responsible for the collections [Memorandum of Agreement (MOA) shall be executed and entered into between the PNP and the LBP] and deposit of the same to the designated bank accounts of the Trust Receipts collected NLT 24 hours or the next banking day;
- e. The PNPTR shall not be utilized for payment of additional compensation to employees in the form of allowances, incentive pay, bonuses or other forms of additional compensation except as may be authorized pursuant to Presidential Decree 985 or Presidential Decree 1597. The PNPTR shall likewise not be used to create new positions, augment salaries of regular personnel, purchase motor vehicles without the proper approval of the Office of the President, pursuant to Letter of Instruction (LOI) #29, and lastly, or fund unauthorized activities/payments;
- f. The utilization of Trust Receipts shall be based on a Program of Expenditure (POE) approved by the SILG upon recommendation of the Chief, PNP;
- g. Availment of the Trust Receipts shall require the issuance of an appropriate Notice of Cash Allocation (NCA) from the Department of Budget and Management pursuant to DBM Circular Letter No. 2011-15;
- h. The Bi-Approval System of the Monthly Trust Receipts-POE shall be adopted, which separates the immediate approval of the POE for Mandatory Shares (POE-MS) of TR generating units and other offices and the subsequent approval of the POE for the Programmable Amount (POE-PA) for the whole TR collections of the programming period;
- i. Approval for all obligating instruments and Disbursement Vouchers (DVs) chargeable against the PNPTR are:

Approving Authority

Over P1 Million
Below P1Million

Chief, PNP
TDC

Authenticated by:

- j. The authorized signatories for checks chargeable against the PNPTR are:


PCOL STEVE BLUDAN
Chief Management Division, DC

Authenticated by:

RITZA C DIOLATA
Police Lieutenant Colonel

- d) Permit to purchase, store, import or transport explosives and explosives ingredients;
- e) Licenses/Certificates issued by the PNP for Marine Officers Rating;
- f) Motor Vehicle Clearance;
- g) Police Security Clearance;
- h) National Police Clearance/Police Station Clearance;
- i) Fines imposed by the PNP Maritime Group on any violation of maritime laws, rules, and regulations including illegal cargoes; and
- j) All other licenses, certificates, permits, fines, and penalties currently required and those which may subsequently be required by the PNP.

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- b. Collections for light and water, telephone services and other utilities from tenants of PNP camps, treated as Trust Liabilities, shall not be treated as PNP Trust Receipts and shall be the subject of a separate PNP Standard Operating Procedure (SOP);

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Chief Management Division, DC

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Police Lieutenant Colonel

- c. Collections from rentals of PNP quarters/housing shall be remitted to the PNP Shelter Board;
- d. Payments for the FEO, Permit to Carry Firearms Outside Residence (PTCFOR) and Supervisory Office for Security and Investigation Agencies (SOSIA) fees shall be made at the Land Bank of the Philippines (LBP) while Collecting Officers (COs) shall be deputized for the Other Trust Receipts collections using Official Receipts (OR) and shall serve as the temporary fund custodian responsible for the collections [Memorandum of Agreement (MOA) shall be executed and entered into between the PNP and the LBP] and deposit of the same to the designated bank accounts of the Trust Receipts collected NLT 24 hours or the next banking day;
- e. The PNPTR shall not be utilized for payment of additional compensation to employees in the form of allowances, incentive pay, bonuses or other forms of additional compensation except as may be authorized pursuant to Presidential Decree 985 or Presidential Decree 1597. The PNPTR shall likewise not be used to create new positions, augment salaries of regular personnel, purchase motor vehicles without the proper approval of the Office of the President, pursuant to Letter of Instruction (LOI) #29, and lastly, or fund unauthorized activities/payments;
- f. The utilization of Trust Receipts shall be based on a Program of Expenditure (POE) approved by the SILG upon recommendation of the Chief, PNP;
- g. Availment of the Trust Receipts shall require the issuance of an appropriate Notice of Cash Allocation (NCA) from the Department of Budget and Management pursuant to DBM Circular Letter No. 2011-15;
- h. The Bi-Approval System of the Monthly Trust Receipts POE shall be adopted, which separates the immediate approval of the POE for Mandatory Shares (POE-MS) of TR generating units and other offices and the subsequent approval of the POE for the Programmable Amount (POE-PA) for the whole TR collections of the programming period;
- i. Approval for all obligating instruments and Disbursement Vouchers (DVs) chargeable against the PNPTR are:

Approving Authority

Over P1 Million
Below P1Million

Chief, PNP
TDC

Authenticated by:

- j. The authorized signatories for checks chargeable against the PNPTR are:

PCOL STEVE BLUDAN
Chief Management Division, DC

Authenticated by:


RITZA C DIOLATA
Police Lieutenant Colonel

	<u>Signed by:</u>	<u>Countersigned by:</u>
Over P1Million	Director, FS	Chief, PNP
Below P1Million	Director, FS	TDC

Correspondingly, remittances (tax payments) shall be signed and countersigned by aforementioned signatories/counter signatories;

- k. The PNP-wide POE for the PNP TR Funds shall be made and programmed monthly and shall be based on the total Trust Receipts collected for the programming period as certified by the Accounting Division, Directorate for Comptrollership, PNP;
- l. The FEO and other PNP offices/units involved in the processing of documents and monitoring of firearms and explosives shall retain twenty percent (20%) of the total collections for firearms and explosives fees and charges to fund direct operational expenses, pursuant to Section 3, Executive Order 256 dated December 21, 1996. Similarly, the PTCFOR Secretariat shall retain 20% from PTCFOR collections. However, they shall submit their Income and Revenue Statement (IRS) together with their proposed Program of Expenditures (POE) to TDC (Attr: Chief, MD, DC), for inclusion in the PNP-wide POE-MS;
- m. Additionally, **thirty-five percent (35%)** of the Other Trust Receipts collections (less light and water collections) shall be retained by the following units in accordance with the corresponding percentage shares. However, in cases when the collection of the income generating unit is less than its percentage share, only the amount equivalent to their actual collections will be the corresponding share.

Directorate for Intelligence (DI)	= 10%
Finance Service (FS)	= 15%
Highway Patrol Group (HPG)	= 15%
Crime Laboratory Group (CLG)	= 10%
Health Service (HS)	= 10%
Headquarters Support Service (HSS)	= 10%
Supervisory Office for Security and Investigation Agencies	= 15%
Information and Technology Management Service (ITMS)	= 10%

- n. Realignment may be made within the POE, meaning changing the use of funds but maintaining the original unit and amount during the budget execution, and may be approved by the Chief, PNP but not to exceed **thirty percent (30%)** of the total Programmable Amount, subject to the existing accounting and auditing rules;

Authenticated by:

- o. Balances as defined under Para 5.L, which represent a surplus or a portion of the originally allocated TR fund, upon issuance of certification of the same by Regional Accountants for PROs and SAF or Chief, Accounting Division for NHQ and NSUS (excluding SAF) shall


 COL STEVE BLUDAN
 Chief Management Division, DC

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 RITZAC DIOLATA
 Police Lieutenant Colonel

be reverted to the PNP Trust Receipts fund account. It shall be included in the formulation of a new Program of Expenditure, subject to the approval by the SILG;

- p. Funding Memo shall be valid for one (1) year. Hence, all unobligated funding memorandum upon reaching maturity from the date of its issuance shall be considered unimplemented and the corresponding funds allocated shall be reverted to the PNP Trust Receipts fund account. It shall be included in the formulation of a new Program of Expenditure, subject to the approval by the SILG;
- q. Units and Offices with TR funded project(s) shall submit monthly progress report on their implementation to the TRFB (Attn: TRFB Secretariat/ Management Division); and
- r. All disbursements of Trust Receipts Fund shall be made in accordance with the approved Program of Expenditures.

8. GUIDELINES:

a. Collections and Remittances for FEO, PTCFOR and SOSIA Fees

- 1) The PNP Finance Service (PNPFS) shall centrally manage the procurement and printing of Special Bank Receipts (SBRs) thru the National Printing Office and transfer the accountability of the forms to the Heads of Income Generating Units/Offices (thru a Manager of LBP, Camp Crame branch thru a Memorandum Receipt (MR). The SBR shall be printed in quadruplicate copies and carbonized. Original copy shall be retained by the payor, second copy shall be the Bank's copy, third copy shall be surrendered to the unit concerned, fourth copy shall be given to the Accounting Division, DC which shall be endorsed to COA;
- 2) The Finance Service shall furnish the Directorate for Comptrollership (Attn: Chief, Accounting Division) the Monthly Summary List of SBRs transferred to LBP, Camp Crame Branch; and
- 3) The FEO (Attn: Chief, Budget and Fiscal Section), PTCFOR Secretariat and SOSIA (Attn: Chief, Budget and Fiscal Section) shall receive from LBP, Camp Crame Branch, processor's copies of Order of Payment and Special Bank Receipts not later than the last day of the month of payment received from the (1st) day to the fifteenth (15th) day of the month and on the fifteenth day of the following month for payment received from the sixteenth (16th) day to the last day of the month. Likewise, DC (Attn: Chief, Accounting Division) shall receive the Auditor's Copy of the OPs and SBRs and the triplicate copy of the application form for audit and reconciliation according to the above schedule.

Authenticated by:


PCOL STEVE B. LUDAN
Chief Management Division, DC

Authenticated by:


RITZA C. DIOLATA
Police Lieutenant Colonel


b. Collections and Remittances for Other Trust Receipts

- 1) The PNPFS shall centrally manage the procurement and issuance of Official Receipts (ORs) to PROs/Collection Offices for better control and supervision. A list of every issuance/distribution shall be submitted to the Directorate for Comptrollership (Attn: Chief, Management Division);
- 2) The Deputized Collecting Agents shall issue the ORs in such a manner as to ensure that a continuing series of ORs is issued to the collection office;
- 3) The Deputized Collecting Agents shall issue a separate series of ORs for all collections accruing to the PNP Trust Receipts;
- 4) The Deputized Collecting Agents of NHQ/RFSO shall deposit daily all their collections for the day into PNP Current Account under the Land Bank of the Philippines (LBP);
- 5) The Deputized Collecting Agents of the NHQ/RFSO shall accomplish the LBP deposit slip in three (3) copies. The deposit slip shall pertain to collections of one date. Any collection after a deposit had been made shall be deposited on the next banking day. Distribution of the validated deposit slips is as follows:
 - a) First Copy – COA
 - b) Second Copy – Accounting Division, DC/ Regional Accounting Office
 - c) Third Copy – Finance Service/RFSO
- 6) The Deputized Collecting Agents of the NHQ/RFSO shall submit a monthly Report of Collections and Deposits, together with a validated copy of the deposit slips with attached ORs to Accounting Division, DC/Regional Accounting Office every 28th day of the month.

c. Reversion and Reprogramming of Trust Receipts Funds

- 1) All TR funds that remain unobligated/unutilized within one (1) year from the receipt of Funding Memo shall be reverted to the general TR Fund for reprogramming by the TRFB;
- 2) Automatic reversion of all balances from the implemented/ completed TR funds;

Authenticated by:


PCOL STEVE B. LINDAN
Chief Management Division, DC

Authenticated by:


RITZA C. DIOLATA
Police Lieutenant Colonel

- 3) Automatic reversion of TR funds requested for realignment which were not approved within one (1) year;
- 4) All concerned PROs with reverted TR funds shall provide copy of validated deposit slip to the Head Secretariat, TRFB;
- 5) All Units in NHQ with reverted TR funds shall return the original Funding Memo to the Head Secretariat, TRFB; and
- 6) The TRFB has the authority to reprogram all unobligated/unutilized TR funds, balances of completed/implemented TR funded projects and funds requested for realignment which were not approved by the Chief, PNP or SILG to support the PNP's priority projects.
- 7) All new reprogrammed

d. Disbursements

All Disbursements shall be made in accordance with the approved POE, subject to existing accounting and auditing rules and regulations. The corresponding supporting documents shall be identified and likewise bear the sub-responsibility code "184-AO257."

9. COORDINATING INSTRUCTIONS:

a. For FEO, PTCFOR and SOSIA Fees

- 1) The Director, Finance Service shall designate a responsible officer who will be in charge of the custody and accounting of the SBRs. The designated responsible officer must be properly bonded;
- 2) The Director, Finance Service shall submit to DC (Attn: Chief, Accounting Division) a Monthly Report of Accountability for Accountable Forms for the used and unused SBRs, NLT the 15th day of the following month; and
- 3) The DC (Attn: Chief, Accounting Division) shall reconcile the Bank Statements with the Credit Advice, Abstracts of Daily Collections, Consolidated Order of Payment Forms and the machine validated Special Bank Receipts not later than the last day of the month for payment received from the 1st day to the 15th day of the month and not later than the 15th day of the following month for the payment received from the 16th to the last day of the month.

Authenticated by:

Steve Bludan
PCOL STEVE BLUDAN
Chief Management Division, DC

10. REPEALING CLAUSE:

All issuances, SOPs, directives in conflict with this MC are hereby rescinded or modified accordingly.

Authenticated by:

Ritza C Diolata
RITZA C DIOLATA
Police Lieutenant Colonel

11. EFFECTIVITY:

This MC shall take effect after 15 days from filing of a copy thereof at the University of the Philippines Law Center pursuant to Sections 3 and 4, Chapter 2, Book VII, Executive Order No. 292, otherwise known as "The Revised Administrative Code of 1987," as amended.



Archie Gamboa
ARCHIE FRANCISCO F GAMBOA
Police General
Chief, PNP

CPNP Ltrs '20 S080682



S080682

Authenticated by:

Steve E. Ludan
PCOL STEVE E LUDAN
Chief Management Division, DC

Authenticated by:

Ritza C. Diolata
RITZA C DIOLATA
Police Lieutenant Colonel



Republic of the Philippines
 NATIONAL POLICE COMMISSION
NATIONAL HEADQUARTERS, PHILIPPINE NATIONAL POLICE
DIRECTORATE FOR COMPTROLLERSHIP
 Camp BGen Rafael T. Crame, Quezon City



ADM-ABS 190520-01
MEMORANDUM

FOR CPNP

THRU TDCA

TDCO

TCDS

[Handwritten initials]
 JUN 08 2020
[Handwritten initials]

FROM TADC

SUBJECT Resolution Recommending the Increase of Motor Vehicle Clearance Certificate Fee

DATE May 29, 2020

1. References

- a. PNP MC No.: 2020-005 entitled "Administration of the PNP Trust Receipts" dated February 10, 2020;
- b. PNP NHQ Letter Order No. 1490 dated July 17, 2018;
- c. DOF-DBM-NEDA Joint Circular No. 1-2013 dated January 30, 2013;
- d. Fiscal Directive No. 2018-11 dated September 2, 2018;

2. This pertains to the Revision of Fees Committee (RFC) Resolution recommending the increase of Motor Vehicle Clearance Certificate Fee of the PNP Highway Patrol Group (HPG) from One Hundred Pesos (Php100.00) to Three Hundred Pesos (Php300.00). The said rates of fees shall be subject to CPNP's recommendation to SILG for his approval in accordance with DOF-DBM-NEDA Joint Circular No. 1-2013.

3. In view of this, respectfully request CPNP's approval and signature on the attached Revision of Fees Committee Resolution No. 01-2020 (Tab "E") and the prepared letter for the SILG (Tab "F").

Authenticated by:

[Handwritten signature]
RITZAC DIOLATA
 Police Lieutenant Colonel

[Handwritten signature]
MARNI C MARCOS, JR
 Police Brigadier General

2020
 OTCDS T06503H



Department of Justice
Office of the Deputy Chief, PNP for Administration
NATIONAL HEADQUARTERS, PHILIPPINE NATIONAL POLICE
OFFICE OF THE DEPUTY CHIEF, PNP FOR ADMINISTRATION



June 9, 2020

Sir

Respectfully recommend the attachment of proof of compliance of the following requirements under DOF-DBM-NEDA Joint Circular No. 1-2013 dated January 30, 2013

1. Determination of rates pursuant to Item 5 in relation to Item 6.2, para c of the said circular, to wit:

"Submit to the head of the NGA or the GOCC board a report and recommendations regarding proposed new/revised fees and charges, containing the results of the aforementioned study, including the legal and material bases and justification of the proposed rates, as well as any comments and feedback received from the public under Section 5.5 hereof"

2. Posting of the proposal in the agency's office premises and website and or public hearing/stakeholder consultation pursuant to Item 5.5 to wit:

"The proposed new/revised rates shall, when required by the agency's charter or other applicable laws, or where appropriate, such as when the proposal is expected to have a significant social impact, be subjected to a public hearing or stakeholder consultation before approval. In case where the conduct of a public hearing or consultation is not mandated by law, this shall be upon the sound discretion of the head of agency concerned. In any case, any proposal for new/revised rates shall be posted in the agency's office premises and website for at least thirty (30) days before the process of final determination and approval to allow for a period for comments or feedback from the public."

Respectfully submitted

Authenticated by:

RITZA C DIOLATA
Police Lieutenant Colonel

SLC/ADDCA