



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
BONCODIN HALL, GENERAL SOLANO STREET, SAN MIGUEL, MANILA

28 February 2019

UNDERSECRETARY LISA GRACE S. BERSALES

National Statistician

Philippine Statistics Authority (PSA)

PSA Complex, East Avenue

Diliman, Quezon City

Madam:

This pertains to your request for clarification on National Budget Circular (NBC) No. 442¹ dated March 29, 1995, as amended by NBC No. 486² dated March 26, 2003. In particular, the PSA is requesting the reiteration of a DBM letter dated September 11, 2007 which states that *seminars, conferences and the like that are conducted by government institutions are not covered by NBC No. 442, as amended.*

Said clarification is sought to facilitate the collection of registration fees and answer possible queries of participants in the upcoming 14th National Convention on Statistics (NCS) on October 1-3, 2019, a triennial activity organized by the Philippine Statistical System, spearheaded by the PSA.

National Budget Circular (NBC) No. 563³ dated April 22, 2016 provides the latest guidelines and allowable cost of participation of government officials and employees in conventions, seminars, conferences, symposia and other similar gatherings. Item 2.1 of NBC No. 563 states that,

“This Circular shall cover all activities requiring the payment of registration and related fees pertaining to the participation of government officials/employees in conventions, seminars, conferences, symposia, and other similar gatherings conducted/sponsored by **non-government organizations or private institutions** in the Philippines.” (emphasis ours)

Inasmuch as NBC No. 563 sets the allowable cost of participation and related fees to said gatherings conducted by non-government organizations or private institutions, **seminars, conferences and similar activities conducted by government institutions are not covered by said Circular.**

¹ Cost of Participation of Government Officials and Employees in Conventions, Seminars, Conferences, Symposia and Similar Gatherings

² Amending National Budget Circular (NBC) No. 442, dated March 29, 1995 Relative to the Cost of Participation of Government Officials and Employees in Conventions, Seminars, Conferences, Symposia and Similar Non-Training Gatherings Sponsored by Non-Government Organizations or Private Institutions

³ Guidelines on Participation of Government Officials and Employees in Conventions, Seminars, Conferences, Symposia and Similar Non-Training Gatherings Sponsored by Non-Government Organizations or Private Institutions

Accordingly, the maximum amount of P 2,000 per day per participant stipulated in the NBC will not apply in the case of government employees who will attend the 14th NCS to be conducted by the PSA.

We hope to have clarified your concerns on the matter.

Very truly yours,


MYRNA S. CHUA
Assistant Secretary





REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GEN. SOLANO ST., SAN MIGUEL, MANILA

NATIONAL BUDGET CIRCULAR

No. 563
April 22, 2016

- TO : ALL HEADS OF DEPARTMENTS, BUREAUS, OFFICES AND AGENCIES OF THE NATIONAL GOVERNMENT, INCLUDING STATE UNIVERSITIES AND COLLEGES (SUCS); GOVERNMENT -OWNED OR -CONTROLLED CORPORATIONS (GOCCS); LOCAL GOVERNMENT UNITS (LGUS); AND ALL OTHERS CONCERNED
- Subject : **Guidelines on Participation of Government Officials and Employees in Conventions, Seminars, Conferences, Symposia and Similar Non-Training Gatherings Sponsored by Non-Government Organizations or Private Institutions**
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1.0 **Purpose**

This Circular is being issued to update the guidelines and the allowable cost of participation of government officials and employees in conventions, seminars, conferences, symposia, and other similar gatherings, prescribed under National Budget Circular (NBC) No. 442 dated March 29, 1992 and NBC No. 486 dated March 26, 2003.

2.0 **Coverage**

- 2.1 This Circular shall cover all activities requiring the payment of registration and related fees pertaining to the participation of government officials/employees in conventions, seminars, conferences, symposia, and other similar gatherings conducted/sponsored by non-government organizations or private institutions in the Philippines.
- 2.2 For purposes of this Circular, conventions, seminars and the like shall refer to those conducted basically for purposes of sharing, discussing or disseminating ideas or information on the developments in a particular field or fields of interest and/or for common appreciation and resolution of certain issues. It includes, but is not limited to, those conducted by professional organizations or groups of common interest where government employees are members. It excludes those conducted for training purposes where participants are expected to gain or strengthen skills and technical or management expertise in their areas of endeavor.

3.0 **Guidelines**

- 3.1 Government officials and employees may be authorized to participate in conventions, seminars, conferences, symposia and such other activities conducted by non-government organizations or private institutions for a fee, as part of the human resource development program of the government, chargeable against government funds.
- 3.2 The registration or participation fee in said convention, seminar, etc. shall not exceed P 2,000 per day for each participant.
- 3.3 In cases where the convention is held out-of-town, authorized participants may be entitled to travel expenses and allowances as authorized under existing rules and regulations.
- 3.4 Membership and similar fees paid for personal or individual membership in a private organization shall be for the account of the member concerned and shall not be charged to government funds. On the other hand, institutional membership fees, i.e., agency membership may be charged to government funds.
- 3.5 As far as practicable, government officials and employees should avail of the early registration rates to avail of reduced costs of participation in conventions, seminars, conferences and the like.
- 3.6 All expenditures for the purpose shall be subject to the usual budgeting and accounting rules and regulations.

4.0 **Responsibility of Agency Heads**


Agency Heads shall be responsible for the implementation of the provisions of this Circular in their respective offices.

5.0 **Repealing Clause**

All other circulars and issuances or parts thereof that are inconsistent with this Circular are hereby repealed or modified accordingly.

6.0 **Effectivity**

This Circular shall take effect immediately.


FLORENCIO B. ABAD
Secretary 