



October 18, 2017

MEMORANDUM No. 2017-033

TO : ALL ELECTRIC COOPERATIVES (ECs)

SUBJECT : Undrawn Subsidy Cash Allotment

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This refers to the subsidy cash allotment for SEP/BLEP/YRRP/Calamity Grant allocated/obligated to ECs intended for 2nd and final tranche releases but remain undrawn as of this date due to non-submission of documentary requirements.

The delay in the release of the Department of Budget and Management (DBM) of the Notice of Cash Allocation for 2017 SEP is due to the huge amount of subsidy fund still not yet release to ECs.

As such, please submit the necessary requirements on or before November 30, 2017 in order for us to immediately release the balance to the ECs.

For Second Release

- Duly Accomplished and signed Budget Request
- EC Accomplishment Report (ISO Format)
- Accounting of Funds of previous subsidy release (70% of project cost)


For Final Release

- Duly Accomplished and signed Budget Request
- Certificate of Final Inspection and Acceptance (NEA)
- Certificate of Completion of Completed projects (EC)
- Certificate of Energization signed by Barangay Chairman and/or officer
- Final Accounting of Funds per project & summary
- As-Built Staking Sheets and Bill of Materials
- Summary of Household Connection and Listing of Household per Project
- Pictures of the projects
- Project Implementation Report

This serves as our final notice. After the said date, the remaining cash allotment will be declared savings which will be reallocated to other/additional projects and thus will no longer be available for the said projects of the EC.

For the details of undrawn cash allotment, please coordinate with our Accelerated Total Electrification Office (ATEO) and/or Financial Services Department (FSD).

For your guidance and strict compliance.


EDGARDO R. MASONGSONG
Administrator

NATIONAL ELECTRIFICATION
ADMINISTRATION
Office of the Administrator



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10/25/17