

Instructions:

This report will be prepared in like manner the FAR No. 4 is prepared except for the following:

1. Carry-over balances from working funds and other forms of Disbursement Authorities received (Cash other NCA and NTAs), like outstanding TRAs withheld from the previous years' disbursements which are yet to be remitted/refunded will be reflected under C
2. NTAs received will be reflected under Notice of Transfer Allocations received instead of reporting it under NCA.
3. Working Fund Issued/Received shall be reflected under the same to report **intra-agency** transfer of working funds covered by ASA. Those WFs received from BTr/DBM shall be reflected under Working Fund on the time (month) it was credited to the designated
4. Disbursement Program and Actual Disbursements will be disaggregated into Sources of Funds, i.e., Current, Continuing and PYO. Disbursement Program shall contain MDP submitted based on Approved Budget (GAA).
5. All disbursement data reflected under this report shall be supported by a Report of Monthly Disbursements by PAPs and Mode of Payment or RMDPMP (Annex B). One (1) RMDPMP shall be prepared for each Funding Sources, i.e., Current Appropriations, Continui
6. Submission shall be made not later than the last working day of the week (weekly) and fifth working day of the following month (monthly), whichever comes first.