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Office of the President

22 November 2012

MEMORANDUM CIRCULAR NO. 80

Series of 2012

T O: All Concerned

R E: Compliance of Good Governance Conditions to Qualify for PBB

The Interagency Task Force (IATF) created by President Benigno Simeon C. Aquino III issued Memorandum Circular No. 2012-02 dated October 16, 2012 clarifying the good governance conditions in the grant of the PBB under Executive Order No. 80.

The above-mentioned guidelines specified a 100% satisfaction of the four (4) good governance conditions as follows:

1) Good governance condition 1 – Transparency seal

This involves the mandatory posting of budgetary, procurement and other reports in the Transparency Seal. This is in compliance with the provision of Section 93 of the General Provisions of the General Appropriations Act of FY 2012 (RA 10155) which mandates that *"To enhance transparency and enforce accountability, all national government agencies shall maintain a transparency seal on their official websites."* The contents of the transparency seal are indicated in Section 93 of RA 10155 which is likewise enumerated in the above-mentioned memorandum circular. A focal person has been designated by this office to take charge in the set up and monitoring of the agency Transparency seal and other

requirements have been designated by this office in compliance with NBC 542 dated August 29, 2012.

External campuses are likewise mandated to comply with this condition by preparing a separate Transparency Seal certification following template Annex 1 and submit the same to the VSU focal person for posting in the VSU website.

2) Good governance condition 2 – PHILGEPS posting

This involves the posting of all invitations to Bid and awarded contracts in the Philippine Government Electronic Procurement System (PhilGEPS) website. The BAC is already instructed to fully comply this condition and to ensure that if there are documents such as Notice of Award and Notice to Proceed which have not been posted in the PhilGEPS may be rectified by posting the same in the Transparency Seal of the university.

3) Good governance condition 3 – Cash Advance liquidation

To be eligible for PBB in FY 2012, all cash advances granted to all officials and employees in an agency as of October 31, 2012 must be liquidated in full as of November 30, 2012.

All faculty and staff concerned with unliquidated cash advances granted on or before October 31, 2012 are directed to liquidate in full said cash advances (including travel advances) not later than November 26, 2012 to give enough time for the university to comply the requirements of seeking validation of our compliance to this condition from the Commission on Audit and the Interagency Task Force on or before November 30, 2012. Should the university fail to qualify because of few who disregard this directive, this office will have no recourse but to institute disciplinary action as provided for in Memorandum Circular No. 12, 2012 against concerned person for Simple Neglect of Duty. Thus, the cooperation of everybody is requested in this regard.

4) Good governance condition 4 – Citizen's Charter or its equivalent

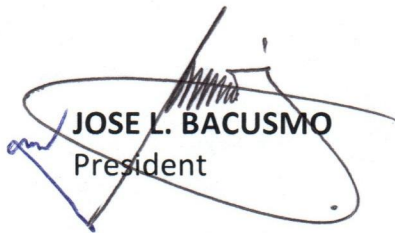
This involves the posting of all citizens charter by all units within the university providing frontline services. Although there has been compliance with this requirement since the Anti-Red Tape Law was

implemented, this office has requested these offices concerned to revise citizens' charter needing revision. Final copy of the revised citizens' charter in billboard forms should be posted as soon as possible starting this week but not later November 26, 2012.

This office expects a representative from the IATF to come to VSU anytime before November 30, 2012 to validate our compliance to this requirement.

As shown above, 100% compliance of the four (4) governance conditions is required to entitle the university and its employees to the PBB as provided for in EO No. 80.

The cooperation of everyone is therefore enjoined.



JOSE L. BACUSMO
President

cc: OVPAF
ODF
Accounting
ODAHRD
Records
All employees per COA list