



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

October 26, 2026

REGIONAL MEMORANDUM

No. **1414** s. 2026

**DISSEMINATION OF DEPARTMENT OF BUDGET AND MANAGEMENT (DBM)
CIRCULAR LETTER NUMBER 2026-13 (DEADLINE FOR SUBMISSION OF
AGENCY REQUEST/S FOR THE RELEASE OF ADDITIONAL FUNDS
REQUIRING THE ISSUANCE OF OBLIGATIONAL AND
DISBURSEMENT AUTHORITIES, AS WELL AS
OTHER SIMILAR APPROVALS AND
AUTHORIZATIONS)**

To: Schools Division Superintendents
All Others Concerned

1. Attached is DBM Circular Letter No. 2026-13, titled **Deadline for Submission of Agency Request/s for the Release of Additional Funds Requiring the Issuance of Obligational and Disbursement Authorities, as well as Other Similar Approvals and Authorizations for information and guidance.**
2. All concerned shall send their requests to DBM not later than November 3, 2026.
3. Immediate dissemination of and strict compliance with this Memorandum are desired.


SALUSTIANO T. JIMENEZ JD, EdD, CESO III
Regional Director

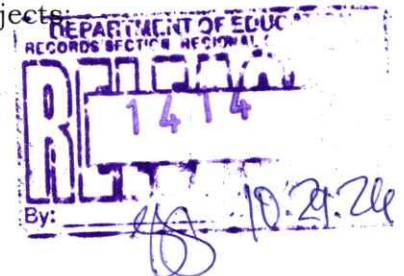
Enclosures: DBM Circular Letter No. 2026-13

References: None

To be indicated in the Perpetual Index under the following subjects:

FUNDS REQUEST

FD-GJF





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



CIRCULAR LETTER

No. 2026- 13

October 21, 2026

TO : All Heads of Departments/Agencies/State Universities and Colleges (SUCs) and Other Offices of the National Government, including Commissions/ Offices under the Constitutional Fiscal Autonomy Group (CFAG); Government-owned or -Controlled Corporations (GOCCs) and Local Government Units (LGUs) receiving budgetary support from the National Government; Budget Officers; Heads of Accounting Units; and All Other Concerned

SUBJECT : DEADLINE FOR SUBMISSION OF AGENCY REQUEST/S FOR THE RELEASE OF ADDITIONAL FUNDS REQUIRING THE ISSUANCE OF OBLIGATIONAL AND DISBURSEMENT AUTHORITIES, AS WELL AS OTHER SIMILAR APPROVALS AND AUTHORIZATIONS

- 1.0 In order to maximize the use of available funds, and considering the limited validity period for release, obligation and utilization of all budget authorization, agencies are enjoined to submit to the Department of Budget and Management (DBM) their requests for the release of additional obligational and disbursement authorities, as well as other similar approvals and authorities **not later than November 3, 2026**. The deadline is revised from November 16, 2026, as prescribed under item 3.17.1 of National Budget Circular (NBC) No. 599 dated January 5, 2026.¹
- 2.0 The earlier submission deadline is intended for the timely assessment and prioritization of budgetary requests, considering that **97.1%** of the FY 2026 Total Expenditure Program had already been released as of October 15, 2026. Accordingly, requests for additional obligational and disbursement authorities received by the DBM beyond the prescribed cut-off date shall be deferred for consideration in FY 2027.
- 3.0 Agencies shall ensure that their requests are complete and in order, supported with documentary requirements as prescribed in the DBM Citizen's Charter² and submitted within the deadline through the DBM Central Records Division.

¹ Guidelines on the Release of Funds for Fiscal Year 2026

² 1st Edition, CY 2026

4.0 However, requests regarding the following mandatory/urgent purposes are exempted from the prescribed cut-off date, subject to the availability of funds:

4.1 Additional PS requirements, including but not limited to Retirement and Life Insurance Premium contributions (Government Share), terminal leave benefits of national government personnel devolved to the LGUs, in accordance with NBC Nos. 429 and 429-A, etc.;

4.2 Requests for the issuance of Non-Cash Availment Authorities (NCAAs) necessary to enable the recording of loan disbursements; and

4.3 Requests arising from extraordinary or prevailing circumstances requiring immediate government response.

5.0 This Circular shall take effect immediately.



KIM ROBERT C. DE LEON
Acting Secretary

