

### FY 2023 Agency Accountability Timelines

For reference, agencies should observe the timelines and comply with the following requirements under Section 5.0: Agency Accountabilities of MC No. 2023-1:

DEADLINE	REQUIREMENTS	VALIDATING AGENCY
Before January 31st of the fiscal year	Submit a Certificate of Compliance that the agency conducted <b>Early Procurement Activities</b> for at least 50% of the Total Value of the <b>FY 2024 Procurement Projects</b> to the GPPB-TSO.  <i>Note: Early Procurement Activities should be conducted in FY 2023</i>	GPPB-TSO
March 31, 2023	Submit <b>FY 2023 APP-non CSE</b> to GPPB-TSO.	GPPB-TSO
June 30, 2023	Submit Results of the <b>APCPI</b> system for <b>FY 2022 Procurement Transactions</b> to GPPB-TSO.	GPPB-TSO
September 30, 2023	Posting of <b>Indicative FY 2024 APP-non CSE</b> in the agency's Transparency Seal webpage.	DBM-OCIO
July 31, 2023  <i>Note: The deadline for submission has been extended until August 31, 2023 based on PS Advisory 2023-014.</i>	Submission of the <b>FY 2024 APP-CSE</b> is exclusively through the PS-DBM Virtual Store under the Modernized PhilGEPS (MPhilGEPS) system. PS-DBM will not accept hard copies and submissions via email.	PS-DBM
October 1, 2023	<b>Maintain/Update the agency Transparency Seal (TS)</b> under Section 102 of the General Provisions of the FY 2023 General Appropriations Act (GAA). The TS page should be accessible by clicking the TS logo on the home page.	DBM - OCIO
October 1, 2023	Post the agency's policy on the <b>Establishment and Conduct of the Agency Review and Compliance of SALN</b> in the agency Transparency Seal for FY 2023.	CSC
November 30, 2023	Submit the complete set of applicable <b>National Competition Policy or NCP-related requirements</b> to the Philippine Competition Commission (PhCC) as stated in Annex 5 of the AO25 MC No. 2023-1.	PhCC

DEADLINE	REQUIREMENTS	VALIDATING AGENCY
December 31, 2023	<p><b>Sustained Compliance w/ Audit Findings</b> Fully implement 30% of the prior years' audit recommendations as shown in the Report on Status of Implementation of Prior Years' Recommendations. These recommendations will exclude the Property, Plant, and Equipment (PPE)-related items of the Annual Audit Report (AAR). Audit findings closed since FY 2021 should also not recur. The objective is to improve the agency's internal control processes, enhance operational effectiveness, and eliminate, resolve, and remedy most, if not all, of the agency audit findings, by the end of 2023.</p>	COA
December 31, 2023	<p><b>Posting</b> on the TS webpage the copy/ies of ISO QMS certification/recertification or equivalent certification.</p>	<p>GQMC-DBM Secretariat – Systems and Productivity Improvement Bureau (SPIB) for departments/agencies and GOCCs under the DBM</p> <p>Commission on Higher Education for SUCs</p> <p>GCG for GOCCs under its coverage</p> <p>LWUA for LWDs</p>
January 31, 2024	<p><b>Update</b> all procurement requirements for transactions above 1 million from January 1, 2023 to December 31, 2023 in the <b>PhilGEPS</b>.</p>	PS-PhilGEPS
January 31, 2024	<p>Submit the following <b>Freedom of Information (FOI) Program</b> requirements to PCOO:</p> <ol style="list-style-type: none"> <li>1. Updated People's FOI Manual</li> <li>2. Updated One-Page FOI Manual</li> <li>3. Updated FOI Reports (Agency Information Inventory, 2023 FOI Registry, and 2023 FOI Summary Report)</li> <li>4. Onboarding to the eFOI portal</li> <li>5. FOI Feedback Report</li> <li>6. Addressed overdue or pending FOI Requests</li> </ol>	PCOO

DEADLINE	REQUIREMENTS	VALIDATING AGENCY
February 29, 2024	<p><b>Report on the digitalization</b> initiatives or digital transformation of external and internal services to be submitted to the AO25 Secretariat.</p> <p>Agencies may submit based on their preferred format for the report on digitalization.</p>	AO25
February 29, 2024	<p><b>Designation of the Agency’s Committee on Anti-Red Tape (CART)</b></p> <p>Compliance and submission of requirements to ARTA pertaining to the agency’s CART as stated in ARTA MC No. 2020-007.</p>	ARTA
The Authority shall issue separate guidelines reiterating the deadline and manner of submission.	<p><b>Administered Client Satisfaction Measurement of CSM</b> be aligned with the ARTA Memorandum Circular No. 2022-05 or the Guidelines on the Implementation of the Harmonized Client Satisfaction Measurement.</p>	ARTA

*Notes:*

1. *As provided in MC No. 2023-1, while the above conditions are no longer required in determining the overall PBB eligibility of agencies, compliance with these conditions shall be used as the basis for determining the eligibility of responsible units and individuals. Agencies should submit these requirements directly to the oversight/validating agencies.*
2. *The oversight/validating agencies have the authority to modify their requirements and timelines, as necessary. Agencies should directly contact the oversight/validating agencies of the above-mentioned Agency Accountabilities for updates and concerns.*