



Republic of the Philippines
Department of Health
OFFICE OF THE SECRETARY

MAY 24 2016

DEPARTMENT ORDER

No. 2016 - 0143

SUBJECT: Guidelines on the Utilization of Fund Sub-allotment from the National TB Control Program to the National TB Reference Laboratory of the Research Institute for Tropical Medicine (NTRL-RITM)

I. RATIONALE

The Department of Health (DOH) through the Disease Prevention and Control Bureau (DPCB) will sub-allot funds to the National Tuberculosis (TB) Reference Laboratory of the Research Institute for Tropical Medicine (NTRL-RITM) to support activities on TB case finding and quality assurance of TB diagnosis. This Department Order is being issued to provide guidance on what activities can be funded by the sub-allotment from National Tuberculosis Control Program budget line item.

II. OBJECTIVE

To provide guidelines in the allocation and utilization of sub-allotment of funds to the National TB Reference Laboratory of the Research Institute for Tropical Medicine (NTRL-RITM).

III. COVERAGE

This Order covers utilization of funds intended to support the activities for TB case finding and quality assurance of TB diagnosis.

IV. GUIDELINES

1. Funds transferred to NTRL-RITM shall be used for the payment of, but not limited to, the following expenses: travelling, training and seminar, laboratory supplies, courier, communication, electricity, vehicle maintenance and other expenses necessary for the implementation of activities related to TB casefinding and quality assurance of TB diagnosis.
2. The amount to be sub-allotted is **Fifteen Million Pesos (P15,000,000.00)** classified as MOOE based on the breakdown as shown below.
3. The amount shall be used to defray operational expenses as follows:

ACTIVITIES	AMOUNT
Travelling Expenses	700,000.00
Output : Monitoring/Supervision/Evaluation Technical Reports on sites visited: QA centers, LPA, Gene Experts, Microscopy Centers	


Training and Seminar Output : Documentation of Trainings conducted on Basic Course on LED-FM, LPA Training, Gene Expert Training	4,730,000.00
Laboratory Supplies	5,500,000.00
Office Supplies	1,000,000.00
Courier Expenses	70,000.00
Communication Expenses	200,000.00
Electricity	2,700,000.00
Vehicle Maintenance and other expenses	100,000.00
TOTAL	15,000,000.00

4. Fund source is GAA 2016 National Tuberculosis Control Program Budget Line Item.
5. The NTRL-RITM shall ensure submission of Technical Reports and fund utilization reports quarterly, certified correct by the accountant and endorsed by the Executive Director to DOH Finance Service copy furnished DPCB-National TB Control Program on or before the 7th day of the month.
6. All expenses are subject to accounting and auditing rules and regulations.

V. EFFECTIVITY

This order shall take effect immediately.

By Authority of the Secretary of Health


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 OIC, Assistant Secretary of Health
 Office for Administration, Finance & Procurement