



**MEMORANDUM CIRCULAR NO. 2021-02**

**TO : ALL HEADS OF DEPARTMENTS, AGENCIES, BUREAUS, OFFICES, COMMISSIONS, OTHER EXECUTIVE OFFICES, CONSTITUTIONAL OFFICES, STATE UNIVERSITIES AND COLLEGES, AND GOVERNMENT OWNED AND CONTROLLED CORPORATIONS**

**SUBJECT : EXTENSION OF DEADLINE OF SUBMISSION OF CLIMATE CHANGE EXPENDITURE TAGGING (CCET) QUALITY ASSURANCE AND REVIEW (QAR) FORM**

**DATE : 10 May 2021**

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The Department of Budget and Management issued the National Budget Memorandum No. 139 s. 2021, dated 07 May 2021, extending the deadline of submission of Budget Preparation (BP) Forms through the Online Submission of Budget Proposals System (OSPBS) Version 2.0 to 04 June 2021.

Accordingly, the deadline for the final submission of Climate Change Expenditure Tagging (CCET) Quality Assurance and Review (QAR) Form is hereby moved to **01 June 2021**.

Pursuant to the DBM-CCC Joint Memorandum Circular (JMC) No. 2015-01, the Climate Change Commission (CCC), through its CCET Helpdesk, shall evaluate and approve the QAR Forms of the agencies to ensure their alignment to the JMC.

In this connection, the National Government Agencies, State Universities and Colleges, and Government-Owned and Controlled Corporations are enjoined to confer with the CCC on their provisional draft QAR Form by furnishing the CCET Helpdesk with a copy (in excel sheet format) duly endorsed at least by the agency's Director concerned.

Upon the evaluation and vetting by the CCC of the provisional draft QAR Form, the agency shall submit electronically the signed QAR Form and BP201F/Form 711 to the CCET Helpdesk, [ccethelpdesk@climate.gov.ph](mailto:ccethelpdesk@climate.gov.ph), for final approval and certification.

For any concern or request for technical assistance, the agency focal point is advised to contact Mr. Joe Mari Francisco of the CCET Helpdesk at [ccethelpdesk@climate.gov.ph](mailto:ccethelpdesk@climate.gov.ph), telephone no. 8254-7056 or mobile no. 09260678052.

For compliance.

**SECRETARY EMMANUEL M. DE GUZMAN**  
Vice Chairperson and Executive Director  
Climate Change Commission