



GOVERNMENT QUALITY MANAGEMENT COMMITTEE

RESOLUTION No. 7 Series of 2015

Reallocation of the Remaining Funds from Resolution No. 5, s. 2008

WHEREAS, under Executive Order (EO) No. 605 [*Institutionalizing the Structure, Mechanisms and Standards to Implement the Government Quality Management Program (GQMP), Amending for the Purpose Administrative Order No. 161, s. 2006*] dated February 23, 2007, the **Government Quality Management Committee (GQMC)** was created to formulate policies and oversee the implementation of the GQMP;

WHEREAS, the GQMC, through its Technical Working Group on Advocacy and Capability-Building (ACB), had formulated an ACB Plan to implement the GQMP;

WHEREAS, the ACB component of the GQMP Implementation Plan included, among others, the need to conduct seminars and conferences to generate interest and action from the public sector, and to recognize exemplary efforts of government agencies in attaining ISO 9001:2008 certification;

WHEREAS, the Development Academy of the Philippines (DAP), the lead agency of the Technical Working Group on ACB, had been authorized by the GQMC by virtue of Resolution No. 2, s. 2007 (*Government Quality Management Program's Awareness Building Activities*) to implement the ACB activities of the GQMP;

WHEREAS, funds for the implementation of the GQMP, including those for the ACB activities, have been released to the Department of Budget and Management (DBM);

WHEREAS, the GQMC had authorized the DBM to transfer the necessary GQMP funds to the DAP by virtue of Resolution No. 5, s. 2008 (*Funding for the Advocacy and Capability-Building Activities of the GQMP*) upon completion of the outputs indicated in said Resolution;

WHEREAS, the total budget for the ACB activities of the GQMP under Resolution No. 5 amounts to **PHP 4,120,888.44**;

WHEREAS, of said amount, **PHP 2,206,221.23** had already been utilized which translate to the activities under Resolution No. 5 that have been accomplished, as follows:

| Activities | | Amount (PHP) | | |
|-----------------------|---|----------------------|---------------------|---------------------|
| | | Per Resolution No. 5 | Utilized | Balance |
| First Payment | | | | |
| 1. | Advocacy and promotions | 146,388.44 | 146,388.44 | - |
| 2. | Design and development of the Generic Manual on ISO 9001 Six (6) Mandatory Procedures | 50,000.00 | 50,000.00 | - |
| 3. | Design and development of the Generic Manual on an ISO 9001-Aligned Purchasing Procedure | 50,000.00 | 50,000.00 | - |
| 4. | Design and development of the Generic Manual on an ISO 9001-Aligned Licensing Procedure | 50,000.00 | 50,000.00 | - |
| 5. | Awareness-seminar for top management and general employees | 25,000.00 | 21,928.70 | 3,071.30 |
| 6. | Appreciation Course on International Organization for Standardization (ISO) 9001:2008 Quality Management System (QMS) and Government Quality Management Systems Standards | 200,000.00 | 75,198.40 | 124,801.60 |
| 7. | Training-workshop on ISO-QMS Documentation | 180,000.00 | 116,798.00 | 63,202.00 |
| 8. | Technical assistance on QMS gap assessment and planning | 180,000.00 | 65,766.40 | 114,233.60 |
| 9. | Miscellaneous expenses/contingency for Project Management | 179,750.00 | 179,750.00 | - |
| Sub-total | | 1,061,138.44 | 755,829.94 | 305,308.50 |
| Second Payment | | | | |
| 1. | Testing and validation of the Generic Manuals | 180,000.00 | 180,000.00 | - |
| 2. | Advocacy and Promotions | 300,000.00 | 289,895.49 | 10,104.51 |
| 3. | Training-workshops on ISO-QMS Documentation | 180,000.00 | 16,800.00 | 163,200.00 |
| 4. | Technical assistance on establishment, documentation and implementation of QMS | 400,000.00 | 90,068.40 | 309,931.60 |
| Sub-total | | 1,060,000.00 | 576,763.89 | 483,236.11 |
| Third Payment | | | | |
| 1. | Miscellaneous expenses/contingency for Project Management | 179,750.00 | - | 179,750.00 |
| 2. | Publication/Printing of the Generic Manual on ISO 9001 Six (6) Mandatory Procedures (2,000 copies) | 150,000.00 | 150,000.00 | - |
| 3. | Training-Workshop on Internal Quality Audit | 240,000.00 | 84,519.20 | 155,480.80 |
| 4. | Training-Workshop on Documents Control | 120,000.00 | 6,000.00 | 114,000.00 |
| 5. | Training-Workshop on Records Management | 120,000.00 | 6,000.00 | 114,000.00 |
| 6. | Technical assistance on establishment, documentation and implementation of QMS | 320,000.00 | 166,090.65 | 153,909.35 |
| Sub-total | | 1,129,750.00 | 412,609.85 | 717,140.15 |
| Fourth Payment | | | | |
| 1. | Certificate Course for Lead Auditors of target agencies | 200,000.00 | 130,000.00 | 70,000.00 |
| 2. | Publication of a Generic Manual on ISO 9001-Aligned Purchasing Procedure (2,000 copies) | 150,000.00 | 150,000.00 | - |
| 3. | Publication/Printing of a Generic Manual on ISO 9001-Aligned Licensing Procedure (500 copies) | 70,000.00 | 70,000.00 | - |
| 4. | Technical assistance on internal audit and corrective action | 180,000.00 | 27,891.20 | 152,108.80 |
| 5. | Technical Assistance on management review and final assessment | 270,000.00 | 83,126.35 | 186,873.65 |
| Sub-total | | 870,000.00 | 461,017.55 | 408,982.45 |
| TOTAL | | 4,120,888.44 | 2,206,221.23 | 1,914,667.21 |

WHEREAS, in the GQMC meeting held on September 2, 2011, the DAP was tasked to propose an Advocacy and Capability-Building Work and Financial Plan for 2011 to reallocate the abovecited remaining funds from Resolution No. 5;

WHEREAS, on January 6, 2012, the GQMC Members and Alternate Members reviewed the DAP proposal and recommended priority activities that are aligned with the approved Good Governance and Anti-Corruption (GGAC) Plan 2012 – 2016 to which the remaining budget from Resolution No. 5 would be reallocated;

WHEREAS, the proposed Advocacy and Capability-Building Work and Financial Plan for 2011 had not been formalized in a GQMC Resolution;

WHEREAS, the Committee deems that the remaining funds from Resolution No. 5 could be utilized for the Advocacy and Capability-Building Work and Financial Plan for 2009-2016 to be provided by the DAP;

NOW, THEREFORE, We, the Members of the GQMC, hereby authorize the DBM to reimburse the remaining funds from Resolution No. 5 to the DAP in accordance with the Advocacy and Capability-Building Work and Financial Plan for 2009-2016 indicated in **Annex A** and made an integral part hereof; Provided, however, that the reimbursement of the requested amount would be subject to the completion of the outputs indicated, the actual amounts incurred, the DBM's acceptance of the corresponding Accomplishment Report and the DAP Accountant-certified Report of Disbursement and Financial Report on the matter, subject to usual accounting and auditing rules and regulations.

ADOPTED, this _____ day of _____, 2015 in the City of Manila, Philippines.

**DEPARTMENT OF BUDGET
AND MANAGEMENT**

By:


Undersecretary RICHARD E. MOYA
Alternate Member

**DEPARTMENT OF TRADE
AND INDUSTRY**

By:

Undersecretary NORA K. TERRADO
Alternate Member

**INTERNAL AUDIT OFFICE
OFFICE OF THE PRESIDENT**

By:

**Deputy Executive Secretary
ALBERTO A. BERNARDO**
Member

**DEPARTMENT OF THE INTERIOR
AND LOCAL GOVERNMENT**

By:

Undersecretary EDWIN R. ENRILE
Alternate Member

**DEVELOPMENT ACADEMY
OF THE PHILIPPINES**

By:

Senior Vice-President MAGDALENA L. MENDOZA
Alternate Member

**Advocacy and Capability-Building Work and Financial Plan for 2009-2016
Pursuant to Resolution No. 7, s. 2015**

| | Activity | Cost per Unit | Quantity | Total |
|---|---|----------------------|-----------------|----------------|
| 1 | ISO QMS Conference in 2009 <ul style="list-style-type: none"> • 191 participants from 67 agencies in Reg. 1-3, CAR and NCR • Venue and food was sponsored | PHP 139,216.22 | 1 | PHP 139,216.22 |
| 2 | Recognition of Government Offices with ISO 9001:2008 Certification held in 2012 <ul style="list-style-type: none"> • Updating of the list of Government Agencies with ISO 9001 certification • Logistics preparation and coordination • Sending of invites and confirmation of attendees • Printing of ISO QMS promotional materials • Contracting for the production of recognition plaques • Cost includes snacks for the attendees • Half-day activity | 306,803.13 | 1 | 306,803.13 |
| 3 | Recognition of Government Offices with ISO 9001:2008 Certification to be held in 2015 <ul style="list-style-type: none"> • Updating of the list of Government Agencies with ISO 9001 certification • Logistics preparation and coordination • Sending of invites and confirmation of attendees • Printing of ISO QMS promotional materials • Contracting for the production of recognition plaques • Cost includes snacks for the attendees • Half-day activity | 450,000.00 | 1 | 450,000.00 |
| 4 | Awareness Seminar on ISO 9001 QMS to be conducted in 2016 <ul style="list-style-type: none"> • 3-day training • Course fee: 1,900/pax/day • Minimum of 25 participants/training • Cost covers Professional Services Fees only • Additional fee will be charged to the agency for the cost of food, venue and logistics, and for participants in excess of 25 | 142,500 | 2 | 285,000 |

| | Activity | Cost per Unit | Quantity | Total |
|--------------------|--|----------------------|-----------------|-------------------------|
| 5 | Seminar for Quality Management Representatives to be conducted in 2016 <ul style="list-style-type: none"> • 1-day seminar • Course fee: 1,900/pax/day • Minimum of 25 participants/ training • Cost covers Professional Services Fees only • Additional fee will be charged to the agency for the cost of food, venue and logistics, and for participants in excess of 25 | 47,500 | 3 | 142,500 |
| 6 | Training Course on Internal Quality Audit to be conducted in 2016 <ul style="list-style-type: none"> • 3-day training • Course fee: 1,900/pax/day • Minimum of 25 participants/ training • Cost covers Professional Services Fees only • Additional fee will be charged to the agency for the cost of food, venue and logistics, and for participants in excess of 25 | 142,500 | 2 | 285,000 |
| 7 | Training Course on Root Cause Analysis to be conducted in 2016 <ul style="list-style-type: none"> • 2-day training • Course fee: 1,900/pax/day • Minimum of 25 participants/ training • Cost covers Professional Services Fees only • Additional fee will be charged to the agency for the cost of food, venue and logistics, and for participants in excess of 25 | 95,000 | 3 | 285,000 |
| GRAND TOTAL | | | | PHP 1,893,519.35 |

The balance of **PHP 21,147.86** from the total **PHP 1,914,667.21** GQMC allotment is also hereby allocated to cover expenses for GQMC meetings and other related activities.

11/12