



## **INVITATION TO PARTICIPATE**

### **Attention:**

### **ALL PHILIPPINE-REGISTERED CITIZEN GROUPS**

#### **What:**

To institutionalize participatory budgeting in the bureaucracy and progressively broaden the constructive partnership with Civil Society Organizations (CSOs) and other stakeholders in the preparation of agency's budget proposal as per guidelines in National Budget Circular No. 536, dated January 31, 2012. To provide guidelines on citizen participation as a component of the National Government's budget process, particularly in the preparation and submission of agency budget proposals, the Department of Budget and Management invites **citizen groups to participate in the preparation of the FY 2022 Agency Budget Proposals** of selected NGAs/GOCCs, including the National Irrigation Administration (NIA).

#### **Who:**

Philippine-registered civil society organizations, non-government organizations, people's organizations, cooperatives, professional associations, trade unions, faith-based organizations, media groups, indigenous peoples movements, foundations, and other citizen groups formed primarily for social and economic development, to monitor government programs and projects, engage in policy discussions, and actively participate in collaborative activities with the Government.

#### **How:**

Citizen groups interested in participating in the consultation process may contact the central office of the National Irrigation Administration for the details by calling Ms. Rogelia dela Torre or Mr. Ferdinand G. Sales at Telephone No. (02) 89262076 or by writing or sending an email at [cps@nia.gov.ph](mailto:cps@nia.gov.ph) and [cps.ppd@nia.gov.ph](mailto:cps.ppd@nia.gov.ph)

CSOs must meet the eligibility requirement of having monitored, assessed and evaluated particular on-going projects, activities and and/or programs of a National Government Agency (NGA) or Government-Owned-and-Controlled-Corporation, to be supported by duly substantiated findings, assessments or evaluation.

National Government Center, EDSA, Diliman, Quezon City, Philippines  
Trunk line Nos.: (02) 8 929 6071 to 78 • Telefax No.: (02) 8 928 9343  
Website: [www.nia.gov.ph](http://www.nia.gov.ph) • Facebook: [www.facebook.com/nia.gov.ph](http://www.facebook.com/nia.gov.ph)  
TIN: 00916415

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**NATIONAL IRRIGATION ADMINISTRATION**

Central Office

Together with a copy of at least one (1) report/assessment/evaluation relative to the above eligibility requirement, the interested citizen groups shall submit the following supporting documents:

- 1) Proof of existence
  - a) Copy of Articles of Incorporation registered with the Securities and Exchange Commission or other similar documents registered with the Cooperative Development Authority, Department of Labor and Employment or Housing and Land Use Regulatory Board or proof of existing partnership with an NGA/GOCC, whichever is applicable;
  - b) For affiliate organizations, copy of duly executed Affiliation Agreement between the Partner CSO and Affiliate CSOs, and copies of the covering Board Resolutions from both Partner and Affiliate CSOs;
- 2) Board Resolution adopting and officially submitting to NIA, the following original or duly certified true copies of the following:
  - a) Letter of Intent for the partnership;
  - b) Extent of participation desired (e.g. specific activity to be undertaken, program/project, or specific geographical location);
  - c) Designation of the CSO signatory to the Budget Preparation Agreement (BPA);
  - d) A Statement of No Conflict of Interest, indicating that the CSO and NIA are not related by business or contractual relations, and that the CSO's officers are not related to the NIA officers, by consanguinity or affinity (up to the third level), or by business or contractual relations; and a Declaration of Potential Conflict of Interest, as may be necessary.

All interested citizen groups may submit the above documents to NIA through mail/hand-carry to:

**MGEN ROMEO G GAN (Ret)**

Deputy Administrator for Administrative and Finance  
Chairman, Steering Committee for the Conduct of Partnership with  
CSO and Other Stakeholders in the Preparation of NIA's 2022  
Budget Proposal  
National Irrigation Administration  
EDSA, Diliman, Quezon City

**Attention: Technical Working Group**

Documents can likewise be sent through email to [cps@nia.gov.ph](mailto:cps@nia.gov.ph) and [cps.ppd@nia.gov.ph](mailto:cps.ppd@nia.gov.ph)

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**When:**

Submission of requirements should be on or before March 17, 2021.

**Period of Consultation:**

Initial meeting with the selected CSOs will be on March 23, 2021. Consultations will be on March 25, 2021 before the submission of the NIA budget proposal to DBM.

We look forward to the constructive participation of CSOs, to ensure transparency and accountability in the use of public funds.

Approved:

**GEN RICARDO R VISAYA (RET)**  
Administrator  
National Irrigation Administration