



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
OFFICE OF THE CHIEF MINISTER

Bangsamoro Government Center, Governor Gutierrez Avenue, Rosary Heights VII, Cotabato City 9600

MEMORANDUM

Circular No. 0138
Series of 2023

TO : ALL MINISTRIES, AGENCIES, AND OFFICES
Bangsamoro Autonomous Region in Muslim Mindanao

SUBJECT : AMENDMENT TO MEMORANDUM CIRCULAR NO. 0127, s. 2023
RE: GUIDELINES FOR FOREIGN TRAVELS TO BE CHARGED
TO THE FUNDS OF THE OFFICE OF THE CHIEF MINISTER

DATE : 21 Safar 1445 AH | 06 September 2023

With reference to Memorandum Circular No. 0127, s. 2023, letter *e* thereof is hereby deleted and letters *a*, and *b*, of item No. 1 are hereby modified accordingly as:

- a. All invitations for official foreign travel shall be strictly evaluated, taking into account their alignment with the core objectives and mandates of the concerned ministry, agency, or office. Additionally, a clear demonstration of the necessity and urgency of the travel, as well as an assessment of the potential benefits and outcomes for the Bangsamoro Autonomous Region, is required.
- b. While employees may request funds from the Office of the Chief Minister, preference shall be given to those holding managerial positions. All requests for foreign travel must be accompanied by a comprehensive proposal, including a detailed itinerary, objectives, and expected outcomes. Further, the aforementioned officials must secure clearance from the Office of the Chief Minister before making any foreign travel arrangements. The undersigned shall consider the significance of the travel in relation to the overall effectiveness and delivery of services within the Bangsamoro Autonomous Region.

For information, guidance, and strict compliance.

By Authority of the Chief Minister
AHOD B. EBRAHIM:


ABUNAWAS L. MASLAMAMA
Senior Minister

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