



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

Order No. 336
Series of 2024

TO : ALL OFFICIALS AND ADMINISTRATIVE SUPPORT STAFF
Office of the Chief Minister and its Attached Agencies (BIO, BBOI, BDI, BICTO, and OSC) & Offices, and Special Programs
Bangsamoro Autonomous Region in Muslim Mindanao

SUBJECT : SIGNATORIES OF FINANCIAL DOCUMENTS

DATE : 28 Rabi-ul-Awwal 1446 AH | 01 October 2024

The following are the signatories of all financial documents effective this date, to wit:

1. PURCHASE REQUESTS

Box A : END-USER UNIT HEAD

Box B : ASNAIFA B. BALINDONG-POLAO
Chief Administrative Officer, Procurement Service

Box C : SIETTIE AMINA M. ABDULAZIS
Chief Administrative Officer, Budget Division

Box D : ENGR. MOHAJIRIN T. ALI, MNSA
Assistant Senior Minister
(For OCM Proper)

HEAD OF OFFICE/PROGRAM MANAGER
(For Attached Offices/Special Programs)

2. BAA & MDS ACCOUNTS

A. Obligation Request and Status (ORS)

Box A (PS & MOOE) : NARCISA D. MACOG
Director III – Administrative Management Service

(Fund Transfer) : MOHD ASNIN K. PENDATUN
Cabinet Secretary

Box B : SIETTIE AMINA M. ABDULAZIS
Chief Administrative Officer, Budget Division

B. Disbursement Voucher (DV)

Box A : **NARCISA D. MACOG**
Director III – Administrative Management Service

HEAD OF OFFICE/PROGRAM MANAGER
(For Attached Offices/Special Programs)

Box B : **JOURNAL ENTRY VOUCHER (JEV)**

Box C : **MARIAM M. DAUD**
Director III, Finance Management Service

Countersigned : **ANALEE C. BIRUAR, CPA**
Chief Administrative Officer, Accounting Division

Box D **PERSONAL SERVICES (PS), PAG-IBIG, BIR, PHILHEALTH, GSIS remittances, utilities, and other recurring mandatory remittances and obligations**

: **ALVIN-YASHER K. ABDULGAFAR**
Chief of Staff

MOOE & Fund Transfers : **Engr. MOHAJIRIN T. ALI, MNSA**
Assistant Senior Minister

Capital Outlay : **ALVIN-YASHER K. ABDULGAFAR**
Chief of Staff

C. Notice of Transfer of Allocation (NTA)

: **INDIRA IBRAHIM-SINSUAT**
Chief Administrative Officer, Cash Division

: **ABUNAWAS L. MASLAMAMA**
Senior Minister

D. Check : **INDIRA IBRAHIM-SINSUAT**
Chief Administrative Officer, Cash Division

MOOE, CO & Fund Transfers : **ABUNAWAS L. MASLAMAMA**
Senior Minister

PS, PAG-IBIG, BIR, PHILHEALTH, GSIS remittances, utilities, and other recurring mandatory remittances and obligations

: **ALVIN-YASHER K. ABDULGAFAR**
Chief of Staff

3. INSPECTION AND ACCEPTANCE REPORT

INSPECTION : **ASNAIFA B. BALINDONG-POLAO**
Chief Administrative Officer, Procurement Service

ACCEPTANCE : **RICHARD P. SANLOCAN**
Chief Administrative Officer, Property and
Supply Division

This Memorandum supersedes all other issuances inconsistent herewith.

For information, guidance, and strict compliance.


AHOD B. EBRAHIM
Chief Minister



OCM-BARMM AMS-RD

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Bangsamoro Autonomous Region in Muslim Mindanao
OFFICE OF THE CHIEF MINISTER
Records Division - AMS
RELEASED
BY: **BHAI ELHAM**
DATE: **01 OCT 2024**
TIME: **2:20 pm**

ANTEDATE / OCT. 01, 2024