



Republika ng Pilipinas
KAGAWARAN NG KATARUNGAN
Department of Justice
Manila

DEPARTMENT CIRCULAR No. 059

To: **All Officials and Employees in the Department Proper
Regional/Provincial/City Prosecutors and Support Staff

All Special Disbursing Officers and Liaison Officers**

Subject: **Deadline for submission of all CY 2016 Money Claims
and/or Claims for Reimbursements**

Date: **15 November 2016**

In order to facilitate settlement of valid government payables of the Department within the current year, everyone is advised to submit all claims, together with the supporting documents as required under Department Circular No. 27 dated 14 June 2016, to the Financial Service, this Department, **on or before 29 December 2016 (a non-extendible deadline)**.

Everyone is further advised that claims filed after the deadline shall be considered either as *Accounts Payable* (if filed prior to 6 January 2017), or *Unbooked Obligations* (if filed after 6 January 2017), and shall be processed in accordance with the applicable rules of the Commission on Audit and Department of Budget and Management.

For strict compliance.

VITALIANO N. AGUIRRE II
Secretary

Department of Justice
CN : 0201611186
