

DAVAO INTEGRATED DEVELOPMENT PROGRAM  
PROJECT MANAGEMENT OFFICE

WORK AND FINANCIAL PLAN  
For the Calendar Year 2013

Projects/Activities	TOTAL	Monthly Cash Disbursements											
	Amount	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>I. ADMINISTRATION AND SUPPORT TO OPERATIONS</b>	<b>5,488,560.00</b>												
<b>1.1 PERSONAL SERVICES</b>	<b>3,690,354.00</b>	<b>424,483.00</b>	<b>266,483.00</b>	<b>266,483.00</b>	<b>266,483.00</b>	<b>393,762.00</b>	<b>266,483.00</b>	<b>266,483.00</b>	<b>266,483.00</b>	<b>266,483.00</b>	<b>266,483.00</b>	<b>393,762.00</b>	<b>346,483.00</b>
<b>1.1.1 Salaries and Wages</b>	<b>2,574,696.00</b>												
1.1.1.1 Project Development Officer III (x6)	2,257,272.00	188,106.00	188,106.00	188,106.00	188,106.00	188,106.00	188,106.00	188,106.00	188,106.00	188,106.00	188,106.00	188,106.00	188,106.00
1.1.1.2 Secretary II	192,612.00	16,051.00	16,051.00	16,051.00	16,051.00	16,051.00	16,051.00	16,051.00	16,051.00	16,051.00	16,051.00	16,051.00	16,051.00
1.1.1.3 Utility Worker II	124,812.00	10,401.00	10,401.00	10,401.00	10,401.00	10,401.00	10,401.00	10,401.00	10,401.00	10,401.00	10,401.00	10,401.00	10,401.00
<b>1.1.2 Other Compensation</b>	<b>586,558.00</b>												
1.1.2.1 PERA	144,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
1.1.2.2 ADCOM	48,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
1.1.2.3 Clothing/Uniform Allowance	40,000.00	40,000.00											
1.1.2.4 Productivity Incentive Allowance	20,000.00	20,000.00											
1.1.2.5 13th Month Pay	214,558.00					107,279.00						107,279.00	
1.1.2.6 Cash Gift	120,000.00					20,000.00						20,000.00	80,000.00
<b>1.1.3 Personnel Benefits Contributions</b>	<b>401,100.00</b>												
1.1.3.1 Life and Retirement Insurance Contributions	309,000.00	25,750.00	25,750.00	25,750.00	25,750.00	25,750.00	25,750.00	25,750.00	25,750.00	25,750.00	25,750.00	25,750.00	25,750.00
1.1.3.2 PAG-IBIG Contributions	51,600.00	4,300.00	4,300.00	4,300.00	4,300.00	4,300.00	4,300.00	4,300.00	4,300.00	4,300.00	4,300.00	4,300.00	4,300.00
1.1.3.3 PHILHEALTH Contributions	30,900.00	2,575.00	2,575.00	2,575.00	2,575.00	2,575.00	2,575.00	2,575.00	2,575.00	2,575.00	2,575.00	2,575.00	2,575.00
1.1.3.4 ECC Contributions	9,600.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00
<b>1.1.4 Other Personnel Benefits</b>	<b>128,000.00</b>												
1.1.4.1 Monetization of leave credits	98,000.00	98,000.00											
1.1.4.2 Honoraria (Executive Director)	30,000.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
<b>1.2 MAINTENANCE AND OTHER OPERATING EXPENSES</b>	<b>1,748,206.00</b>	<b>129,400.00</b>	<b>131,900.00</b>	<b>124,900.00</b>	<b>124,400.00</b>	<b>176,900.00</b>	<b>125,400.00</b>	<b>124,900.00</b>	<b>121,900.00</b>	<b>125,400.00</b>	<b>122,900.00</b>	<b>213,900.00</b>	<b>226,306.00</b>
<b>1.2.1 Traveling Expenses - Local</b>	<b>6,000.00</b>	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
<b>1.2.2 Supplies and Materials</b>	<b>146,500.00</b>												
1.2.2.1 Office Supplies	18,000.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
1.2.2.2 IT supplies	24,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
1.2.2.3 Housekeeping supplies	36,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
1.2.2.4 Gasoline, Oil and Lubricants Expenses	60,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
1.2.2.5 Accountable Forms	2,500.00					500.00						2,000.00	
1.2.2.6 Other Supplies	6,000.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
<b>1.2.3 Utility Expenses</b>	<b>24,000.00</b>												
1.2.3.1 Water Expenses	24,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
1.2.3.2 Electricity Expenses	0.00												
<b>1.2.4 Communication Expenses</b>	<b>98,500.00</b>												
1.2.4.1 Postage and Deliveries	6,000.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
1.2.4.2 Telephone Expenses - Landline	0.00												
1.2.4.3 Telephone Expenses - Mobile	90,000.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
1.2.4.4 Internet Expenses	0.00												
1.2.4.5 Cable Expenses	0.00												
1.2.4.6 Web Hosting	2,500.00				2,500.00								
<b>1.2.5 Rent Expenses</b>	<b>0.00</b>												
<b>1.2.6 Representation Expenses</b>	<b>290,000.00</b>	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	70,000.00
<b>1.2.7 Subscription Expenses (Newspaper)</b>	<b>10,800.00</b>	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00
<b>1.2.8 Repairs and Maintenance</b>	<b>138,406.00</b>												
1.2.8.1 Office Equipment Repairs & Maintenance	12,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
1.2.8.2 IT Equipment and SW Repairs & Maintenance	12,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
1.2.8.3 Motor Vehicles Repairs & Maintenance	114,406.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	4,406.00
<b>1.2.9 Extraordinary and Miscellaneous Expenses</b>	<b>240,000.00</b>	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	70,000.00	70,000.00
<b>1.2.10 Fidelity Bond (GLM, NLL, MLC, RAA)</b>	<b>6,000.00</b>	1,500.00						3,000.00		1,500.00			
<b>1.2.11 Insurance Expenses</b>	<b>41,000.00</b>	4,000.00	10,000.00			25,000.00				2,000.00			

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<b>1.2.12 Other Expenses</b>	<b>747,000.00</b>												
1.2.12.1 Vehicle Registration	9,000.00	2,000.00		3,000.00			3,000.00				1,000.00		
1.2.12.2 Other MOOE	24,000.00	2,000.00		2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
1.2.12.3 Notarial fees	18,000.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
1.2.12.4 Financial charges (COA)	0.00												
1.2.12.5 Job Order Services	696,000.00	53,000.00	53,000.00	53,000.00	53,000.00	83,000.00	53,000.00	53,000.00	53,000.00	53,000.00	53,000.00	83,000.00	53,000.00
<b>1.3 CAPITAL OUTLAY</b>	<b>50,000.00</b>	<b>50,000.00</b>											
1.3.1 IT Equipment and Software	50,000.00	50,000.00											
1.3.2 Office Equipment and other equipment	0.00												
1.3.3 Office Furniture and Decors	0.00												
1.3.4 Library Books and Materials	0.00												
<b>2. PROJECT OPERATIONS/ KEY RESULTS AREA</b>	<b>761,440.00</b>												
<b>2.1 PROJECT IMPLEMENTATION, SUPERVISION AND MANAGEMENT</b>	<b>168,960.00</b>	<b>13,680.00</b>	<b>18,720.00</b>	<b>14,160.00</b>	<b>-</b>	<b>27,840.00</b>	<b>28,320.00</b>	<b>28,320.00</b>	<b>28,320.00</b>	<b>9,600.00</b>	<b>-</b>	<b>-</b>	<b>-</b>
2.1.1 LGREP 2	168,960.00												
2.1.1.1 Community Organizing	96,000.00		9,600.00	9,600.00		9,600.00	19,200.00	19,200.00	19,200.00	9,600.00			
2.1.1.2 Groundwater Development	72,960.00	13,680.00	9,120.00	4,560.00		18,240.00	9,120.00	9,120.00	9,120.00				
2.1.1.3 GIS Integration	0.00												
<b>2.2 PROJECT COORDINATION, MONITORING AND EVALUATION</b>	<b>66,480.00</b>	<b>-</b>	<b>15,000.00</b>	<b>2,240.00</b>	<b>4,800.00</b>	<b>960.00</b>	<b>2,240.00</b>	<b>15,960.00</b>	<b>4,800.00</b>	<b>8,000.00</b>	<b>12,480.00</b>	<b>-</b>	<b>-</b>
2.2.1 Farm to Market Roads Project	30,000.00												
2.2.1.1 Site inspection and monitoring	0.00												
2.2.1.2 DA-LFP meetings	15,000.00							15,000.00					
2.2.1.3 DA-DIDP quarterly consultative meetings	0.00												
2.2.1.4 FY 2014 budget preparation meetings	15,000.00		15,000.00										
2.2.2 Livelihood Programs (UFMVP, FLEP, APPP, ALDP)	28,800.00												
2.2.2.1 Site inspection and monitoring	28,800.00			960.00	960.00	960.00	960.00	960.00	4,800.00	6,720.00	12,480.00		
2.2.2.2 Livelihood Programs Annual Conference	0.00												
2.2.3 LGREP 1	7,680.00												
2.2.3.1 Site inspection and monitoring	7,680.00			1,280.00	3,840.00		1,280.00			1,280.00			
<b>2.3 TECHNICAL ASSISTANCE, LINKAGES AND SUPPORT SERVICES</b>	<b>153,280.00</b>	<b>-</b>	<b>5,000.00</b>	<b>-</b>	<b>41,400.00</b>	<b>35,000.00</b>	<b>-</b>	<b>45,800.00</b>	<b>15,000.00</b>	<b>-</b>	<b>10,440.00</b>	<b>-</b>	<b>640.00</b>
2.3.1 Technical Assistance	36,280.00		5,000.00		20,000.00	5,000.00		5,000.00			640.00		640.00
2.3.2 Project Development and Policy Formulation	21,000.00				6,400.00			4,800.00			9,800.00		
2.3.3 Linkaging	76,000.00				15,000.00	15,000.00		31,000.00	15,000.00				
2.3.4 Image Building	20,000.00					15,000.00		5,000.00					
<b>2.4 HUMAN RESOURCE DEVELOPMENT</b>	<b>372,720.00</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>207,500.00</b>	<b>18,300.00</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>17,500.00</b>	<b>7,500.00</b>	<b>69,420.00</b>
2.4.1 Sports Development	10,800.00							10,800.00					
2.4.2 PMO regular staff meetings	90,000.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00		7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
2.4.3 Capacity enhancement of personnel	100,000.00							100,000.00					
2.4.4 Internal workshops/writeshops (semestral)	160,000.00							100,000.00					60,000.00
2.4.5 DIDP PMO CY 2014 WFP preparation	11,920.00										10,000.00		1,920.00
<b>TOTAL</b>	<b>6,250,000.00</b>	<b>625,063.00</b>	<b>444,603.00</b>	<b>415,283.00</b>	<b>444,583.00</b>	<b>641,962.00</b>	<b>629,943.00</b>	<b>499,763.00</b>	<b>444,003.00</b>	<b>416,983.00</b>	<b>429,803.00</b>	<b>615,162.00</b>	<b>642,849.00</b>

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