



Funding the Republic

REPUBLIKA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIHAN NG INGATANG-YAMAN
(BUREAU OF THE TREASURY)
Intramuros, Manila

TREASURY CIRCULAR No. 6-2022
7 November 2022

TO : PROVINCIAL GOVERNORS, CITY AND MUNICIPAL MAYORS, PUNONG BARANGAY, SANGGUNIANG PANLALAWIGAN/PANLUNGSOD/BAYAN/ BARANGAY, PROVINCIAL/ CITY/MUNICIPAL TREASURERS, REGIONAL DIRECTORS OF THE BUREAU OF THE TREASURY, AND ALL OTHERS CONCERNED

SUBJECT : SUPPLEMENTAL GUIDELINES TO TREASURY CIRCULAR NO. 01-2017 DATED 28 DECEMBER 2016 RELATIVE TO THE GUIDELINES ON CHANGE OR TRANSFER OF DEPOSITORY BANK/BANK BRANCH/CURRENT ACCOUNT FOR INTERNAL REVENUE ALLOTMENT (IRA), ASSISTANCE TO LOCAL GOVERNMENT UNITS (ALGU) & ALL OTHER FUNDS AUTHORIZED FOR LOCAL GOVERNMENT UNITS (LGUs) IN THE APPROPRIATIONS LAW

1.0 LEGAL BASIS

This Circular is issued pursuant to Executive Order No. 449, s. 1997 Realigning the Organization of the Bureau of the Treasury, and DOF-DBM Joint Circular No. 2016-1 dated 4 January 2016 on Guidelines for the Direct Release of Funds by the Bureau of the Treasury (BTr) to Local Government Units (LGUs) in FY 2016 and Thereafter.

2.0 PURPOSE

This Treasury Circular (TC) supplements and revises certain provisions of TC No. 01-2017 dated 28 December 2016 to :

- 2.1 rename the Internal Revenue Allotment (IRA) to National Tax Allotment (NTA) following the Mandanas-Garcia ruling pursuant to Supreme Court decision dated April 10, 2019; and,
- 2.2 include an Authority (Form 1) addressed to the LGU requesting for the change/transfer of depository bank/bank branch/current account.

3.0 GUIDELINES

To effectively and efficiently implement TC No. 01-2017, additional Sub-section in Section 2 is inserted to read as follows :

"2.9 The BTr RO shall issue an Authority (Form 1) addressed to the LGU concerned on the request for change/transfer of depository bank/bank branch/ current account. No change or transfer shall be allowed unless the BTr has issued such Authority."

4.0 REPEALING CLAUSE

All circulars, orders, and/or memoranda inconsistent herewith are hereby repealed and/or modified accordingly.

ISO 9001:2015 Quality Management System
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5.0 EFFECTIVITY

This Circular shall take effect immediately.

ROSALIA V. DE LEON
Treasurer of the Philippines



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FORM 1

(Date)

(NAME OF LCE)

Position of LCE

Address Line 1

Address Line 2

Subject: Request for Change/Transfer of Depository Account for National Tax Allotment, Allocation to Local Government Units, and Other Funds Authorized for LGUs in the Appropriations Law

Dear (Position) (LCE Last Name):

Greetings!

This is in relation to the above request dated _____ and received by this office on _____.

We are pleased to inform you that your request for change/transfer of depository account has been approved by this office, finding the same to be complete and in order, details as aptly mentioned to wit:

From:	(AGDB) – (Branch)
To:	(AGDB) – (Branch)
New Account Name:	(LGU Account Name)
New Account No:	(LGU Account Number)

Pursuant to Sections 2.7 and 2.8 of Treasury Circular (TC) No. 01-2017, the crediting to your New Account shall be effective starting **(Month DD, YEAR)**. Please ensure that your New Account is on **active** status to avoid delays in crediting funds.

As to your old/previous bank account, we advise you to keep it ACTIVE until such time we shall have already credited the funds to your New Account. After which, you may then proceed with the closure of the old/previous bank account. We would appreciate being notified of your action within five (5) business days from such closure.

Should you have any further questions, feel free to visit or call us at our Bureau of the Treasury – (Province/District) Provincial/District Office. We can also be reached in our official email at [\(email\)@treasury.gov.ph](mailto:(email)@treasury.gov.ph) or through telephone no. **(contact no)**.

Very truly yours,

(NAME OF REGIONAL DIRECTOR)

Regional Director