



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
BUREAU OF AGRICULTURAL RESEARCH
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Reference No. 2025- 04
January 07, 2025

MEMORANDUM FROM THE DIRECTOR

TO : ALL DIVISIONS, SECTIONS, AND UNITS

SUBJECT : STREAMLINED GUIDELINES ON DA-BAR'S R4D SYSTEM MANAGEMENT AND INDICATIVE CALENDAR OF ACTIVITIES FOR FY 2025-27

To ensure that the bureau can deliver its support to research for development (R4D) programs, projects, and activities (PPAs) efficiently and sustainably, please find the attached streamlined internal guidelines on R4D system management and indicative calendar of activities for FY 2025-2027.

Further, the guidelines contain the necessary policy frameworks, strategies, priority areas, and details of major activities given in managing the bureau's R4D system and support to operations.

For your information and strict compliance.

JUNEL B. SORIANO, PhD 

STREAMLINED GUIDELINES ON DA-BAR'S R4D SYSTEM MANAGEMENT AND INDICATIVE CALENDAR OF ACTIVITIES FOR FY 2025-27

I. INTRODUCTION

The successful implementation of research for development (R4D) initiatives and interventions depends heavily on the efficiency and consistency of the processes and systems that guide them. However, gaps and disintegrations in processes, methodologies, and standards across different operating units often lead to inefficiencies, redundancies, and communication barriers. This workshop on the harmonization of research processes and systems aims to address these challenges by creating a unified framework that streamlines operations, improves collaboration, and ensures that all stakeholders adhere to standardized procedures.

By harmonizing research systems, we can enhance data interoperability, reduce duplication of efforts, and optimize resource use, thereby maximizing the impact of our R4D projects. This alignment will also facilitate better communication and coordination between each operating unit, ultimately leading to more effective decision-making and higher-quality research outputs.

II. POLICY AND PLANNING FRAMEWORK

The bureau's streamlined guidelines on R4D system shall anchor on the following A&F-related laws and issuances as well as internal plans and policies. This includes:

- a. Republic Act (RA) 8435- Agriculture and Fisheries Modernization Act (AFMA)
- b. National Agriculture and Fisheries Research for Development and Extension Agenda 2023-28
- c. DA-BAR Grants Manual (GM)
- d. DA-BAR Strategic Performance Management System (SPMS)

III. STREAMLINED R4D SYSTEM MANAGEMENT PROCESSES AND INDICATIVE CALENDAR OF ACTIVITIES FOR FY 2025-27

MAJOR DA-BAR ACTIVITY	DIVISION/UNIT- SPECIFIC ACTIVITIES	PROPOSED/ INDICATIVE DATES FOR FY 2025-27
Performance Commitment and Review (PCR) Periodic Assessment	<p>FY 2024 2nd Semester Performance Commitment Review (PCR) <i>Lead: BAR Performance Management Team (PMT)</i></p> <p>The BAR PMT shall spearhead the conduct of the FY 2024 2nd Semester PCR. This shall serve as one of the platform's to evaluate the progress and accomplishments of each operating unit, address potential concerns, and identify opportunities for</p>	January- February 2025



MAJOR DA-BAR ACTIVITY	DIVISION/UNIT- SPECIFIC ACTIVITIES	PROPOSED/ INDICATIVE DATES FOR FY 2025-27
Plan & Budget Preparation	<p>further enhancement to ensure the achievement of the year's goals.</p> <p>DA-BAR Internal Budget Briefing (IBB) for FY 2026 PBP <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>In preparation for the upcoming PBP preparatory activities of the Department, the Bureau will hold an internal budget briefing for FY 2026. This initiative aims to lay the groundwork for the Bureau's fund allocation, ensuring alignment with strategic priorities and objectives. It will also serve as a collaborative platform for exchanging inputs, insights, and recommendations among key stakeholders to optimize resource planning and allocation.</p> <p>Through this activity, the Bureau seeks to foster a shared understanding of budget priorities, address potential challenges, and identify opportunities to enhance program delivery and fiscal efficiency for FY 2026.</p> <p>Expected outputs:</p> <ol style="list-style-type: none"> 1) Initial FY 2026 PAPs Line-up (Tiers 1 & 2) 2) Initially accomplished FY 2026 PBP forms (ie PICS, BEDs 123, BP Forms) 	3rd Week of January 2025
Plan & Budget Preparation	<p>Review and Endorsement of Indicative FY 2026 PBPs to the Management Committee <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>Following the completion of the initial FY 2026 PBP documents, the PMU and BU will convene a meeting with the BAR Management Committee. The purpose of this meeting is to present the proposed FY 2026 PBP and secure the committee's approval, ensuring alignment with the Bureau's strategic objectives and operational priorities.</p> <p>Expected outputs:</p> <ol style="list-style-type: none"> 1) Finalized Initial FY 2026 PAPs Line-up (Tiers 1 & 2) 2) Signed FY 2026 PBP forms (ie PICS, BEDs 123, BP Forms) 	4th Week of January 2025
Facilitation of Approval and Fund Release to Projects	<p>Facilitate MOA Signing of FY 2025 Q1 PAPs and Official Turnover of PAPs to PMELD (all PAPs targeted for Q1 based on final BEDs 123) <i>Lead: BAR Program Development Division (PDD), Budget Unit, Accounting Unit</i></p> <p>The BAR PDD, in collaboration with the Budget and Accounting Unit, will initiate the facilitation of Memorandum of Agreement (MOA) signings with proponents for FY 2025 Quarter 1 PAPs.</p>	Starting 1st Week of February 2025



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Once the corresponding Notices to Proceed (NTP) are issued, the PDD will formally hand over these Q1 PAPs to the PMELD for implementation and monitoring.

Project
Monitoring &
Evaluation

M&E Activities for FY 2024 On-going and Completed PAPs

Lead: BAR Program Monitoring, Evaluation, and Linkaging Division (PMELD)

1st Week of
February 2025

The BAR PMELD shall commence its regular monitoring and evaluation activities for FY 2024 ongoing and completed PAPs. As necessary, the PMELD may involve the PDD, Knowledge Management and Information Systems Division (KMISD), and PMU to ensure a comprehensive and collaborative approach to these activities.

Plan & Budget
Preparation

Attendance to the FY 2026 Internal Budget Conference & Forum

Lead: BAR Planning and Monitoring Unit, BAR Budget Unit

1st Week of
February 2025

The DA-Planning and Monitoring Service (PMS)-Planning and Policy Division and DA-Financial Management Service (FMS)-Budget Division shall lead and facilitate the conduct of the Department's Internal Budget Conference (IBC) and Internal Budget Forum (IBF).

The IBC will entail the review and assessment of the Department's FY 2024 financial and physical accomplishments and the presentation of the FY 2025 General Appropriations Act's (GAA) salient features as well as its implementation. The outputs and agreements of the IBC will be considered as crucial inputs to the IBF.

The IBF, on the other hand, will serve as a preliminary platform for Executive Committee (ExeCom) members, most importantly the Secretary, to cascade their directives to all DA-OUS in crafting their respective FY 2026 PBPs. This will also include specific instructions and additional guidelines from the FY 2026 Budget Call issued by the DBM.

Concerned OUs (i.e., Banner Programs, OSEC Service Units, Bureaus, Attached Agencies and Corporations, and Locally-funded and Foreign-assisted Projects) shall present their respective Multi-Year Investment Program 2026-2028, with an emphasis on the FY 2026 PBP most particularly the emerging outcomes or results that they intend to achieve (c.g. yield and/or volume increase, expansion areas in terms of hectareage, etc.) vis-a-vis the level of investments that they are proposing. This will allow the ExeCom members to provide early feedback and direction on the initial/indicative proposals of the OUs.



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The agreed-upon revisions and directives from the ExeCom members will subsequently be used to scrutinize and refine the OUs' proposals during the series of joint Technical Review Workshops (TRWs).

At the level of BAR, the PMU and BU shall lead the packaging and preparation of all needed materials and shall participate in these activities to gather insights into the DA's initial directives and priorities for the FY 2026 PBP, ensuring alignment and informed planning.

Plan & Budget
Preparation

Attendance to Program Convergence Meetings

Lead: BAR R4D Commodity/Thematic Teams, Planning and Monitoring Unit

2nd Week of February
and 2nd Week of
March 2025

This refers to the annual Program Convergence meetings organized by the DA Banner Programs. The BAR R4D Commodity/Thematic Teams shall attend and actively participate in these convergence meetings/workshop workshops to ensure the bureau's proposed line-up is aligned with the current thrusts and priorities of each respective banner program.

Following the last convergence meeting, PMU shall convene all BAR R4D Commodity/Thematic Teams and the BU, to consolidate key directives from the workshop and collaboratively refine the PBP documents to align with these directives effectively.

Plan & Budget
Preparation

Series of Joint Technical Review Workshops (3 Clusters)

Lead: BAR Planning and Monitoring Unit, BAR Budget Unit

3rd Week of
February -
1st Week of
March 2025

The PMS-PPD and FMS-BD will spearhead the conduct of the series of Joint Technical Review Workshops. The series of workshops, which will be conducted in three (3) clusters, aims to convene all OUs to discuss and examine their respective PBPs for FY 2026.

This refers to the annual Technical Review Workshops organized by the DA. The BAR PMU and BU shall jointly attend and actively participate in these cluster workshops to ensure representation and engagement in the review process.

Following the 3rd TRW cluster, the PMU and BU will convene a meeting with the management and relevant BAR divisions/units. This is to relay key directives from the workshop and collaboratively refine the PBP documents to align with these directives effectively.



MAJOR DA-BAR ACTIVITY	DIVISION/UNIT- SPECIFIC ACTIVITIES	PROPOSED/ INDICATIVE DATES FOR FY 2025-27
Project M&E	<p>Conduct of Inception Meetings with Implementing Agencies <i>Lead: BAR Program Development Division (PDD), Program Monitoring, Evaluation, and Linkaging Division (PMELD), Knowledge Management and Information Systems Division (KMISD)</i></p> <p>Within 30 days after the issuance of NTP, the PDD and PMELD shall commence the conduct of inception meetings among the proponents of PAPs approved during FY 2025 Q1.</p>	4th Week of February 2025
Plan & Budget Preparation	<p>Revisiting of Internal Plans and Policies in Preparation for the FY 2027 Call for Proposals <i>Lead: BAR Planning and Monitoring Unit, BAR R4D Commodity/Thematic Teams, Regional Coordinators, Budget Unit</i></p> <p>Led by the PMU, all BAR R4D Commodity and Thematic Teams will convene to revisit and refine their internal plans and policies. This includes identifying R4D priority areas for FY 2027 based on:</p> <ul style="list-style-type: none"> a) Multi-year plans such as NAREA, Commodity Roadmaps, PIP, TRIP, and Regional priorities; b) Recommendations from PMELD for ongoing PAPs, AFRREDN, and BAR Regional Coordinators; and c) Feedback from PMOs and BPs. <p>This comprehensive review aims to define the priority research areas in preparation for the Call for FY 2027 Capsule Proposals, ensuring alignment with strategic goals and stakeholder needs.</p>	4th Week of February 2025
Plan & Budget Preparation	<p>Call for submission of “Capsule Proposals” for F.Y. 2027 <i>Lead: BAR Program Development Division (PDD)</i></p> <p>In contrast with the usual Call for Proposals, an enhanced Call for Capsule Proposals for FY 2027 shall commence.</p> <p>This enhanced Call for Capsule Proposals will incorporate more focused criteria and strategic priorities, aimed at addressing key challenges and opportunities identified through previous evaluations and stakeholder feedback. The capsule proposal shall contain only the vital information that are usually required in the PBP documents.</p>	1st Week of March 2025
Facilitation of Approval and Fund Release to Projects	<p>Facilitate MOA Signing of FY 2025 Q2 PAPs and Official Turnover of PAPs to PMELD <i>(all PAPs targeted for Q2 based on final BEDs 123)</i> <i>Lead: BAR Program Development Division (PDD), Budget Unit, Accounting Unit</i></p>	Last Week of March - 1st Week of April 2025



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	<p>The BAR PDD, in collaboration with the Budget and Accounting Unit, will initiate the facilitation of Memorandum of Agreement (MOA) signings with proponents for FY 2025 Quarter 2 PAPs.</p> <p>Once the corresponding Notices to Proceed (NTP) are issued, the PDD will formally hand over these Q2 PAPs to the PMELD for implementation and monitoring.</p>	
Plan & Budget Preparation	<p>Attendance to the PCAF-National Sectoral Meetings <i>Lead: BAR Planning and Monitoring Unit, BAR R4D Commodity/Thematic Teams, BAR Budget Unit</i></p> <p>Following the series of TRWs, the Philippine Council for A/F shall convene National Sectoral Council meetings to serve as a consultative platform, recognizing the valuable participation of the private sector in the review and monitoring of the DA's priority programs. All DA Banner Programs and concerned OUs specializing in other agricultural commodities shall attend and present to their respective NSC the revised FY 2026 PBP, based on the agreements during the TRW.</p> <p>At the level of BAR, PMU and BU, in coordination with the BAR R4D Commodity/Thematic Teams, BAR Budget Unit, shall jointly attend and actively participate in these sectoral meetings to ensure representation and engagement in the review process.</p>	2nd - 3rd Week of March 2025
Plan & Budget Preparation	<p>Conduct of the Internal Budget Hearing for FY 2026 PBP <i>Lead: BAR Office of the Director; Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>The DA PMS-PPD and FMS-BD shall spearhead the conduct of the IBH, which aims to convene the Department's Management Committee (ManCom) and concerned technical staff to discuss the DA's FY 2026 PBP and ensure its alignment with the DA's strategic priorities and agenda.</p> <p>At the level of BAR, OD, PMU and BU will participate in these activities to present and defend the bureau's FY 2026 PBP to key DA Officials, in preparation of the Congressional Budget Hearings.</p>	4th Week of March 2025
Project M&E	<p>Conduct of Periodic Monitoring/Validation/ Reconciliation of Turned-over Projects thru BAR R4D Commodity/ Thematic Teams <i>Lead: BAR R4D Commodity/Thematic Teams</i></p> <p>The periodic monitoring, validation, and reconciliation of turned-over projects will be conducted through the BAR R4D Commodity and Thematic Teams. This process aims to ensure</p>	4th Week of March 2025



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that all projects previously handed over to PMELD are being implemented and monitored effectively.

Periodic
Assessments/
Reports

Consolidation of FY 2025 1st Quarter Accomplishments

Lead: BAR Planning and Monitoring Unit

4th Week of March 2025

In preparation for the Bureau's periodic submission of quarterly accomplishments to oversight offices, the PMU will coordinate the consolidation and packaging of the FY 2025 1st Quarter Accomplishments. This will involve facilitating collaboration among the relevant BAR divisions and units to ensure timely and accurate reporting.

Plan & Budget
Preparation

Accomplishment and Finalization of the FY 2026 BP Forms

Lead: BAR Planning and Monitoring Unit, BAR Budget Unit

2nd Week of March -
1st Week of April 2025

In line with the issuance of the Budget Call for FY 2026, all DA-OUs shall submit the accomplished BP Forms to the identified DA focal offices/consolidators. All identified DA focal offices/ consolidators shall review, validate, and ensure timely submission of the consolidated BP Forms assigned to them to the DA PMS-PPD and FMS-BD.

At the level of BAR, PMU and BU shall facilitate the finalization and packaging of all BP forms.

Plan & Budget
Preparation

Inputting to Online Submission of Plan and Budget Proposals (OSBP)

Lead: BAR Planning and Monitoring Unit, BAR Budget Unit

2nd Week of April 2025

All OUs are required to finalize the BP Forms and ensure its accuracy and consistency by the agreements and directives laid out in the activities (e.g. IBC, IBF, TRWs, and IBH) before the inputting. All OUs shall convene at a designated venue identified by the FMS-BD. FMS-BD and PMS-PPD will provide technical support during the entire inputting process.

At the level of BAR, PMU and BU shall facilitate the encoding process. Upon encoding and validation of proposals in the system, PMU and BU shall then generate and print hard copies of the respective BP Forms.

Plan & Budget
Preparation

Presentation to the NAF Council

Lead: BAR Planning and Monitoring Unit, BAR Budget Unit

3rd Week of April 2025

The DA, through the PCAF, shall organize and conduct the NAF Council meeting, where a designated ExecCom member will present the final FY 2026 PBP for deliberation and approval of the NAF Council.



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Plan & Budget Preparation	<p>PMU and BU shall ensure that all necessary reference materials are prepared and packaged for this activity.</p> <p>Submission of FY 2026 PBP to DBM (Printed Copies) <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>All identified focal offices shall submit printed copies of the OSBP-Generated BP Forms to the PMS-PPD and FMS-BD for review, consolidation, and packaging, ensuring compliance with the specified deadline.</p> <p>PMU and BU shall coordinate with the PMS-PPD and FMS-BD to ensure proper compliance with all required documents.</p>	4th Week of April 2025
Project M&E	<p>Conduct of Periodic Monitoring/Validation/ Reconciliation of Turned-over Projects thru BAR R4D Commodity/ Thematic Teams <i>Lead: BAR R4D Commodity/Thematic Teams</i></p> <p>The periodic monitoring, validation, and reconciliation of turned-over projects will be conducted through the BAR R4D Commodity and Thematic Teams. This process aims to ensure that all projects previously handed over to PMELD are being implemented and monitored effectively.</p>	4th Week of June 2025
Periodic Assessments/ Reports	<p>Consolidation of FY 2025 2nd Quarter/1st Semester Accomplishments <i>Lead: BAR Planning and Monitoring Unit</i></p> <p>In preparation for the Bureau's periodic submission of quarterly accomplishments to oversight offices, the PMU will coordinate the consolidation and packaging of the FY 2025 1st Semester Accomplishments. This will involve facilitating collaboration among the relevant BAR divisions and units to ensure timely and accurate reporting.</p>	4th Week of June 2025
Plan & Budget Preparation	<p>Issuance of National Expenditure Program (NEP) <i>Lead: BAR Planning and Monitoring Unit, Budget Unit</i></p> <p>Upon the official publication of the FY 2026 NEP by the DBM, all DA-OUs shall anticipate the request of the DBM to update specific BP Forms.</p> <p>BAR PMU and BU shall ensure proper communication of updates or any notable change with concerned implementers and regional counterparts. All updated BP Forms shall be submitted to the PMS-PPD and FMS-BD.</p>	June - July 2025
Performance Commitment and Review (PCR)	<p>FY 2025 1st Semester PCR Review <i>Lead: BAR Performance Management Team (PMT)</i></p>	3rd Week of July 2025



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Periodic Assessment	<p>The BAR PMT shall spearhead the conduct of the FY 2025 1st Semester PCR. This shall serve as one of the platform's to evaluate the progress and accomplishments of each operating unit, address potential concerns, and identify opportunities for further enhancement to ensure the achievement of the year's goals.</p>	
Plan & Budget Preparation	<p>Internal DA-BAR BEDs 123 workshop: Deliberation of lined-up F.Y. 2026 Programs/Activities/Projects (PAPs) <i>Lead: BAR Planning and Monitoring Unit, Budget Unit</i></p> <p>Upon the issuance of NEP, the BU and PMU shall conduct a BEDs Workshop to strategically plan and allocate the resources of the bureau based on various activities and R4D PPAs to be supported and funded. All concerned divisions are instructed to provide relevant information and details in preparation for the budget hearing deliberations to be conducted from August to November 2025.</p>	Within July 2025
Project M&E	<p>Conduct of Progress Reviews <i>Lead: Program Monitoring, Evaluation, and Linkaging Division</i></p> <p>Upon receipt of progress reports, PMELD shall initiate the coordination of all concerned IAs to conduct comprehensive project progress reviews. This will involve assessing the status of each project, identifying any challenges or delays, and ensuring that project milestones are being met as planned.</p>	July-August 2025
Plan & Budget Preparation	<p>Participation to F.Y. 2026 House of Representatives (HOR) and Senate Budget Deliberations <i>Lead: BAR Planning and Monitoring Unit, Budget Unit</i></p> <p>All OUs are required to participate and defend their respective proposals in a series of budget deliberations to be conducted by the house of representatives and senate of the Philippines.</p> <p>The Committee on Appropriations of the House of Representatives holds public hearings on the proposed Budget. The Committee then sponsors the recommended General Appropriations Bill (GAB) before the House in plenary.</p> <p>In view of this, the PMU and BU shall facilitate the packaging of the bureau's presentation and other relevant materials relative to the deliberation proper. Furthermore, all concerned technical divisions/sections/units are instructed to ensure that all relevant information and necessary supporting documents are updated by program focals and commodity team leads in support to the PMU and BU's packaging of presentations.</p>	Within August – October 2025
Project M&E	<p>Conduct of Periodic Monitoring/Validation/ Reconciliation of Turned-over Projects thru BAR R4D</p>	4th Week of September 2025



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	<p>Commodity/ Thematic Teams <i>Lead: BAR R4D Commodity/Thematic Teams</i></p> <p>The periodic monitoring, validation, and reconciliation of turned-over projects will be conducted through the BAR R4D Commodity and Thematic Teams. This process aims to ensure that all projects previously handed over to PMELD are being implemented and monitored effectively.</p>	
<p>Periodic Assessments/ Reports</p>	<p>Consolidation of FY 2025 3rd Quarter Accomplishments <i>Lead: BAR Planning and Monitoring Unit</i></p> <p>In preparation for the Bureau's periodic submission of quarterly accomplishments to oversight offices, the PMU will coordinate the consolidation and packaging of the FY 2025 3rd Quarter Accomplishments. This will involve facilitating collaboration among the relevant BAR divisions and units to ensure timely and accurate reporting.</p>	<p>4th Week of September 2025</p>
<p>Plan & Budget Preparation</p>	<p>"Capsule Proposal" screening & evaluation <i>Lead: BAR Program Development Division</i></p> <p>As part of the preparatory activities for the FY 2027 Plan and Budget Proposal, PDD shall take the lead in facilitating the initial screening and evaluation of submitted capsule proposals. This process will ensure that all proposals align with the bureau's strategic R4D priorities, comply with established guidelines, and demonstrate the potential for impactful outcomes. PDD shall implement a robust review framework, involving detailed assessments of relevance, feasibility, and resource requirements to ensure the highest standards of quality and alignment with organizational goals.</p>	<p>October 2025 – December 30, 2025</p>
<p>Performance Commitment and Review (PCR) Periodic Assessment</p>	<p>FY 2026 Target Setting Workshop <i>Lead: BAR Performance Management Team (PMT)</i></p> <p>The BAR PMT shall spearhead the conduct of the FY 2026 PCR Target Setting Workshop. This shall serve as one of the platforms to assess and finalize the divisions and units' quarterly and semestral performance indicators and targets (physical and financial) for CY 2026.</p>	<p>October 2025 – November 2025</p>
<p>Plan & Budget Preparation</p>	<p>FY 2025 Program Assessment Workshop <i>Lead: BAR Planning and Monitoring Unit</i></p> <p>PMU shall facilitate the conduct of the annual Program Assessment Workshop to assess the performance of various regular and banner programs in terms of their physical and financial accomplishments.</p>	<p>October 2025 – November 2025</p>
<p>Plan & Budget</p>	<p>DA-BAR Internal Budget Briefing (IBB) for</p>	<p>3rd Week of</p>



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Preparation	<p>FY 2027 PBP <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>In preparation for the upcoming PBP preparatory activities of the Department, the Bureau will hold an internal budget briefing for FY 2027. This initiative aims to lay the groundwork for the Bureau's fund allocation, ensuring alignment with strategic priorities and objectives. It will also serve as a collaborative platform for exchanging inputs, insights, and recommendations among key stakeholders to optimize resource planning and allocation.</p> <p>Through this activity, the Bureau seeks to foster a shared understanding of budget priorities, address potential challenges, and identify opportunities to enhance program delivery and fiscal efficiency for FY 2026.</p> <p>Expected outputs:</p> <ul style="list-style-type: none"> 3) Initial FY 2027 PAPs Line-up (Tiers 1 & 2) 4) Initially accomplished FY 2027 PBP forms (ie PICS, BEDs 123, BP Forms) 	November 2025
Plan & Budget Preparation	<p>Review and Endorsement of Indicative FY 2027 PBPs to the Management Committee <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>Following the completion of the initial FY 2026 PBP documents, the PMU and BU will convene a meeting with the BAR Management Committee. The purpose of this meeting is to present the proposed FY 2027 PBP and secure the committee's approval, ensuring alignment with the Bureau's strategic objectives and operational priorities.</p> <p>Expected outputs:</p> <ul style="list-style-type: none"> 3) Finalized Initial FY 2027 PAPs Line-up (Tiers 1 & 2) 4) Signed FY 2027 PBP forms (ie PICS, BEDs 123, BP Forms) 	3rd Week of November 2025
Project M&E	<p>Conduct of Periodic Monitoring/Validation/ Reconciliation of Turned-over Projects thru BAR R4D Commodity/ Thematic Teams <i>Lead: BAR R4D Commodity/Thematic Teams</i></p> <p>The periodic monitoring, validation, and reconciliation of turned-over projects will be conducted through the BAR R4D Commodity and Thematic Teams. This process aims to ensure that all projects previously handed over to PMELD are being implemented and monitored effectively.</p>	2nd Week of December 2025
Periodic Assessments/	<p>Consolidation of FY 2025 Annual Report (as of November 30, 2025)</p>	2nd Week of December 2025



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Reports	<p><i>Lead: BAR Planning and Monitoring Unit</i></p> <p>In preparation for the Bureau’s submission and publication of the annual report for FY 2025, the PMU shall coordinate the consolidation and packaging of the FY 2025 Annual Accomplishments. This will involve facilitating collaboration among the relevant BAR divisions and units to ensure timely and accurate reporting.</p>	
Performance Commitment and Review (PCR) Periodic Assessment	<p>FY 2025 2nd Semester Performance Commitment Review (PCR) <i>Lead: BAR Performance Management Team (PMT)</i></p> <p>The BAR PMT shall spearhead the conduct of the FY 2025 2nd Semester PCR. This shall serve as one of the platform’s to evaluate the progress and accomplishments of each operating unit, address potential concerns, and identify opportunities for further enhancement to ensure the achievement of the year’s goals.</p>	January-February 2026
Plan & Budget Preparation	<p>Coordination with Implementing Agencies to package detailed proposals based on shortlisted concept proposals for FY 2027 <i>Lead: BAR Program Development Division</i></p> <p>Following the results of the initial screening and evaluation of capsule proposals, PDD focal persons shall coordinate closely with the respective shortlisted implementing agencies to support the development of their comprehensive, full-blown proposals. This collaborative effort ensures that each shortlisted proposal is transformed into a shovel-ready project, ready for inclusion in the submission of pertinent plan and budget proposal documents. Further, PDD focal persons will provide guidance on refining project objectives, methodologies, and resource allocation to enhance the clarity, feasibility, and impact of the proposals</p>	January 2026
Periodic Assessments/ Reports	<p>Consolidation of FY 2025 Annual Report (as of December 31, 2025) <i>Lead: BAR Planning and Monitoring Unit</i></p> <p>In preparation for the Bureau’s final submission and publication of the annual report for FY 2025, the PMU shall coordinate the updating and finalization of the FY 2025 Annual Accomplishments. This will involve facilitating collaboration among the relevant BAR divisions and units to ensure timely and accurate reporting.</p>	2nd Week of January 2026
Plan & Budget Preparation	<p>DA-BAR Internal Budget Briefing (IBB) for FY 2027 PBP <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i></p>	3rd Week of January 2026



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In preparation for the upcoming PBP preparatory activities of the Department, the Bureau will hold an internal budget briefing for FY 2027. This initiative aims to lay the groundwork for the Bureau's fund allocation, ensuring alignment with strategic priorities and objectives. It will also serve as a collaborative platform for exchanging inputs, insights, and recommendations among key stakeholders to optimize resource planning and allocation.

Through this activity, the Bureau seeks to foster a shared understanding of budget priorities, address potential challenges, and identify opportunities to enhance program delivery and fiscal efficiency for FY 2027.

Expected outputs:

- 1) Initial FY 2027 PAPs Line-up (Tiers 1 & 2)
- 2) Initially accomplished FY 2027 PBP forms (ie PICS, BEDs 123, BP Forms)

Plan & Budget
Preparation

**Review and Endorsement of Indicative FY 2026 PBPs to
the Management Committee**

Lead: BAR Planning and Monitoring Unit, BAR Budget Unit

Following the completion of the initial FY 2026 PBP documents, the PMU and BU will convene a meeting with the BAR Management Committee. The purpose of this meeting is to present the proposed FY 2027 PBP and secure the committee's approval, ensuring alignment with the Bureau's strategic objectives and operational priorities.

Expected outputs:

- 1) Finalized Initial FY 2027 PAPs Line-up (Tiers 1 & 2)
- 2) Signed FY 2027 PBP forms (ie PICS, BEDs 123, BP Forms)

4th Week of January
2026

Facilitation of
Approval and
Fund Release to
Projects

**Facilitate MOA Signing of FY 2026 Q1 PAPs and Official
Turnover of PAPs to PMELD (all PAPs targeted for Q1 based
on final BEDs 123)**

Lead: BAR Program Development Division (PDD), Budget Unit, Accounting Unit

The BAR PDD, in collaboration with the Budget and Accounting Unit, will initiate the facilitation of Memorandum of Agreement (MOA) signings with proponents for FY 2026 Quarter 1 PAPs.

Once the corresponding Notices to Proceed (NTP) are issued, the PDD will formally hand over these Q1 PAPs to the PMELD for implementation and monitoring.

Starting 1st Week of
February 2026

Project
Monitoring &

M&E Activities for FY 2025 On-going and Completed PAPs

Lead: BAR Program Monitoring, Evaluation, and Linkaging

1st Week of
February 2026



**MAJOR DA-BAR
ACTIVITY****DIVISION/UNIT- SPECIFIC
ACTIVITIES****PROPOSED/
INDICATIVE DATES
FOR FY 2025-27**

Evaluation

Division (PMELD)

The BAR PMELD shall commence its regular monitoring and evaluation activities for FY 2024 ongoing and completed PAPs. As necessary, the PMELD may involve the PDD, Knowledge Management and Information Systems Division (KMISD), and PMU to ensure a comprehensive and collaborative approach to these activities.

Plan & Budget
Preparation**Attendance to the FY 2027 Internal Budget Conference & Forum***Lead: BAR Planning and Monitoring Unit, BAR Budget Unit*

The DA-Planning and Monitoring Service (PMS)-Planning and Policy Division and DA-Financial Management Service (FMS)-Budget Division shall lead and facilitate the conduct of the Department's Internal Budget Conference (IBC) and Internal Budget Forum (IBF).

The IBC will entail the review and assessment of the Department's FY 2025 financial and physical accomplishments and the presentation of the FY 2026 General Appropriations Act's (GAA) salient features as well as its implementation. The outputs and agreements of the IBC will be considered as crucial inputs to the IBF.

The IBF, on the other hand, will serve as a preliminary platform for Executive Committee (ExeCom) members, most importantly the Secretary, to cascade their directives to all DA-OUS in crafting their respective FY 2027 PBPs. This will also include specific instructions and additional guidelines from the FY 2027 Budget Call issued by the DBM.

Concerned OUs (i.e., Banner Programs, OSEC Service Units, Bureaus, Attached Agencies and Corporations, and Locally-funded and Foreign-assisted Projects) shall present their respective Multi-Year Investment Program 2026-2028, with an emphasis on the FY 2026 PBP most particularly the emerging outcomes or results that they intend to achieve (e.g. yield and/or volume increase, expansion areas in terms of hectarage, etc.) vis-a-vis the level of investments that they are proposing. This will allow the ExeCom members to provide early feedback and direction on the initial/indicative proposals of the OUs.

The agreed-upon revisions and directives from the ExeCom members will subsequently be used to scrutinize and refine the OUs' proposals during the series of joint Technical Review Workshops (TRWs).

At the level of BAR, the PMU and BU shall lead the packaging and preparation of all needed materials and shall participate in

1st Week of
February 2026

MAJOR DA-BAR ACTIVITY	DIVISION/UNIT- SPECIFIC ACTIVITIES	PROPOSED/ INDICATIVE DATES FOR FY 2025-27
Plan & Budget Preparation	<p>these activities to gather insights into the DA's initial directives and priorities for the FY 2027 PBP, ensuring alignment and informed planning.</p> <p>Attendance to Program Convergence Meetings <i>Lead: BAR R4D Commodity/Thematic Teams, Planning and Monitoring Unit</i></p> <p>This refers to the annual Program Convergence meetings organized by the DA Banner Programs. The BAR R4D Commodity/Thematic Teams shall attend and actively participate in these convergence meetings/workshop workshops to ensure the bureau's proposed line-up is aligned with the current thrusts and priorities of each respective banner program.</p> <p>Following the last convergence meeting, PMU shall convene all BAR R4D Commodity/Thematic Teams and the BU, to consolidate key directives from the workshop and collaboratively refine the PBP documents to align with these directives effectively.</p>	2nd Week of February and 2nd Week of March 2026
Plan & Budget Preparation	<p>Series of Joint Technical Review Workshops (3 Clusters) <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>The PMS-PPD and FMS-BD will spearhead the conduct of the series of Joint Technical Review Workshops. The series of workshops, which will be conducted in three (3) clusters, aims to convene all OUs to discuss and examine their respective PBPs for FY 2027.</p> <p>This refers to the annual Technical Review Workshops organized by the DA. The BAR PMU and BU shall jointly attend and actively participate in these cluster workshops to ensure representation and engagement in the review process.</p> <p>Following the 3rd TRW cluster, the PMU and BU will convene a meeting with the management and relevant BAR divisions/units. This is to relay key directives from the workshop and collaboratively refine the PBP documents to align with these directives effectively.</p>	3rd Week of February - 1st Week of March 2026
Project M&E	<p>Conduct of Inception Meetings with Implementing Agencies <i>Lead: BAR Program Development Division (PDD), Program Monitoring, Evaluation, and Linkaging Division (PMELD), Knowledge Management and Information Systems Division (KMISD)</i></p> <p>Within 30 days after the issuance of NTP, the PDD and PMELD</p>	4th Week of February 2026



MAJOR DA-BAR ACTIVITY	DIVISION/UNIT- SPECIFIC ACTIVITIES	PROPOSED/ INDICATIVE DATES FOR FY 2025-27
Plan & Budget Preparation	<p>shall commence the conduct of inception meetings among the proponents of PAPs approved during FY 2026 Q1.</p> <p>Submission of Implementing Agencies' (IA) detailed proposals to BAR for FY 2027 <i>Lead: BAR Program Development Division (PDD)</i></p> <p>PDD shall ensure that all concerned IAs have refined and finalized their proposals. The finalized detailed proposals shall serve as the basis for BAR's technical and financial review, ultimately determining their inclusion in the agency's FY 2027 plan and budget allocation.</p>	Until 4th Week of February 2026
Plan & Budget Preparation	<p>Conduct of the Internal Budget Hearing for FY 2027 PBP <i>Lead: BAR Office of the Director, Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>The DA PMS-PPD and FMS-BD shall spearhead the conduct of the IBH, which aims to convene the Department's Management Committee (ManCom) and concerned technical staff to discuss the DA's FY 2027 PBP and ensure its alignment with the DA's strategic priorities and agenda.</p> <p>At the level of BAR, OD, PMU and BU will participate in these activities to present and defend the bureau's FY 2026 PBP to key DA Officials, in preparation of the Congressional Budget Hearings.</p>	Within 2nd/3rd week of March 2026
Plan & Budget Preparation	<p>Accomplishment and Finalization of the FY 2027 BP Forms <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>In line with the issuance of the Budget Call for FY 2027, all DA-OUs shall submit the accomplished BP Forms to the identified DA focal offices/consolidators. All identified DA focal offices/ consolidators shall review, validate, and ensure timely submission of the consolidated BP Forms assigned to them to the DA PMS-PPD and FMS-BD.</p> <p>At the level of BAR, PMU and BU shall facilitate the finalization and packaging of all BP forms.</p>	2nd Week of March - 1st Week of April 2026
Project M&E	<p>Conduct of Periodic Monitoring/Validation/ Reconciliation of Turned-over Projects thru BAR R4D Commodity/ Thematic Teams <i>Lead: BAR R4D Commodity/Thematic Teams</i></p> <p>The periodic monitoring, validation, and reconciliation of turned-over projects will be conducted through the BAR R4D Commodity and Thematic Teams. This process aims to ensure</p>	4th Week of March 2026



MAJOR DA-BAR ACTIVITY	DIVISION/UNIT- SPECIFIC ACTIVITIES	PROPOSED/ INDICATIVE DATES FOR FY 2025-27
	<p>that all projects previously handed over to PMELD are being implemented and monitored effectively.</p>	
<p>Periodic Assessments/ Reports</p>	<p>Consolidation of FY 2026 1st Quarter Accomplishments <i>Lead: BAR Planning and Monitoring Unit</i></p> <p>In preparation for the Bureau's periodic submission of quarterly accomplishments to oversight offices, the PMU will coordinate the consolidation and packaging of the FY 2026 1st Quarter Accomplishments. This will involve facilitating collaboration among the relevant BAR divisions and units to ensure timely and accurate reporting.</p>	<p>4th Week of March 2026</p>
<p>Facilitation of Approval and Fund Release to Projects</p>	<p>Facilitate MOA Signing of FY 2026 Q2 PAPs and Official Turnover of PAPs to PMELD (all PAPs targeted for Q2 based on final BEDs 123) <i>Lead: BAR Program Development Division (PDD), Budget Unit, Accounting Unit</i></p> <p>The BAR PDD, in collaboration with the Budget and Accounting Unit, will initiate the facilitation of Memorandum of Agreement (MOA) signings with proponents for FY 2026 Quarter 2 PAPs.</p> <p>Once the corresponding Notices to Proceed (NTP) are issued, the PDD will formally hand over these Q2 PAPs to the PMELD for implementation and monitoring.</p>	<p>Last Week of March-1st Week of April 2026</p>
<p>Plan & Budget Preparation</p>	<p>Inputting to Online Submission of Plan and Budget Proposals (OSBP) <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>All OUs are required to finalize the BP Forms and ensure its accuracy and consistency by the agreements and directives laid out in the activities (e.g. IBC, IBF, TRWs, and IBH) before the inputting. All OUs shall convene at a designated venue identified by the FMS-BD. FMS-BD and PMS-PPD will provide technical support during the entire inputting process.</p> <p>At the level of BAR, PMU and BU shall facilitate the encoding process. Upon encoding and validation of proposals in the system, PMU and BU shall then generate and print hard copies of the respective BP Forms.</p>	<p>2nd Week of April 2026</p>
<p>Plan & Budget Preparation</p>	<p>En banc review of detailed proposals for F.Y. 2027 and packaging of comments <i>Lead: BAR Program Development Division</i></p> <p>Upon receiving detailed proposals from IAs for the FY 2027 lineup, the PDD, with support from an external pool of experts, will conduct an in-depth en banc evaluation. Results of which shall be forwarded by the Committee chair to the Office of the</p>	<p>Within April 2026</p>



MAJOR DA-BAR ACTIVITY	DIVISION/UNIT- SPECIFIC ACTIVITIES	PROPOSED/ INDICATIVE DATES FOR FY 2025-27
	<p>Director:</p> <p>Consequently, PDD shall facilitate the documents to notify respective proponents of the results of their proposals.</p>	
Plan & Budget Preparation	<p>Presentation to the NAF Council <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>The DA, through the PCAF, shall organize and conduct the NAF Council meeting, where a designated ExecCom member will present the final FY 2027 PBP for deliberation and approval of the NAF Council.</p> <p>PMU and BU shall ensure that all necessary reference materials are prepared and packaged for this activity.</p>	Within 3rd Week of April 2026
Plan & Budget Preparation	<p>Submission of FY 2027 PBP to DBM (Printed Copies) <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>All identified focal offices shall submit printed copies of the OSBP-Generated BP Forms to the PMS-PPD and FMS-BD for review, consolidation, and packaging, ensuring compliance with the specified deadline.</p> <p>PMU and BU shall coordinate with the PMS-PPD and FMS-BD to ensure proper compliance with all required documents.</p>	4th Week of April 2026
Plan & Budget Preparation	<p>Proponent submission of revised detailed proposal for F.Y. 2027 to DA-BAR <i>Lead: BAR Program Development Division</i></p> <p>PDD shall communicate necessary revisions to the respective project proponents. Revised proposals must be submitted within 60 days upon receipt of the revision forms.</p>	Until June 30, 2026
Project M&E	<p>Conduct of Periodic Monitoring/Validation/ Reconciliation of Turned-over Projects thru BAR R4D Commodity/ Thematic Teams <i>Lead: BAR R4D Commodity/Thematic Teams</i></p> <p>The periodic monitoring, validation, and reconciliation of turned-over projects will be conducted through the BAR R4D Commodity and Thematic Teams. This process aims to ensure that all projects previously handed over to PMELD are being implemented and monitored effectively.</p>	4th Week of June 2026
Periodic Assessments/ Reports	<p>Consolidation of FY 2026 2nd Quarter/1st Semester Accomplishments <i>Lead: BAR Planning and Monitoring Unit</i></p> <p>In preparation for the Bureau's periodic submission of</p>	4th Week of June 2026



MAJOR DA-BAR ACTIVITY	DIVISION/UNIT- SPECIFIC ACTIVITIES	PROPOSED/ INDICATIVE DATES FOR FY 2025-27
<p>Performance Commitment and Review (PCR) Periodic Assessment</p>	<p>quarterly accomplishments to oversight offices, the PMU will coordinate the consolidation and packaging of the FY 2026 1st Semester Accomplishments. This will involve facilitating collaboration among the relevant BAR divisions and units to ensure timely and accurate reporting.</p> <p>FY 2026 1st Semester PCR Review <i>Lead: BAR Performance Management Team (PMT)</i></p> <p>The BAR PMT shall spearhead the conduct of the FY 2026 1st Semester PCR. This shall serve as one of the platform's to evaluate the progress and accomplishments of each operating unit, address potential concerns, and identify opportunities for further enhancement to ensure the achievement of the year's goals.</p>	<p>3rd Week of July 2026</p>
<p>Plan & Budget Preparation</p>	<p>Internal DA-BAR BEDs 123 workshop: Deliberation of lined-up F.Y. 2027 Programs/Activities/Projects (PAPs) <i>Lead: BAR Planning and Monitoring Unit, Budget Unit</i></p> <p>Upon the issuance of NEP, the BU and PMU shall conduct a BEDs Workshop to strategically plan and allocate the resources of the bureau based on various activities and R4D PPAs to be supported and funded. All concerned divisions are instructed to provide relevant information and details in preparation for the budget hearing deliberations to be conducted from August to November 2026.</p>	<p>Within July 2026</p>
<p>Project M&E</p>	<p>Conduct of Progress Reviews <i>Lead: Program Monitoring, Evaluation, and Linkaging Division</i></p> <p>Upon receipt of progress reports, PMELD shall initiate the coordination of all concerned IAs to conduct comprehensive project progress reviews. This will involve assessing the status of each project, identifying any challenges or delays, and ensuring that project milestones are being met as planned.</p>	<p>July-August 2026</p>
<p>Plan & Budget Preparation</p>	<p>Participation to F.Y. 2027 House of Representatives (HOR) and Senate Budget Deliberations <i>Lead: BAR Planning and Monitoring Unit, Budget Unit</i></p> <p>All OUs are required to participate and defend their respective proposals in a series of budget deliberations to be conducted by the house of representatives and senate of the Philippines.</p> <p>The Committee on Appropriations of the House of Representatives holds public hearings on the proposed Budget. The Committee then sponsors the recommended General Appropriations Bill (GAB) before the House in plenary.</p> <p>In view of this, the PMU and BU shall facilitate the packaging of</p>	<p>Within August – October 2026</p>



MAJOR DA-BAR ACTIVITY	DIVISION/UNIT- SPECIFIC ACTIVITIES	PROPOSED/ INDICATIVE DATES FOR FY 2025-27
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the bureau’s presentation and other relevant materials relative to the deliberation proper. Furthermore, all concerned technical divisions/sections/units are instructed to ensure that all relevant information and necessary supporting documents are updated by program focals and commodity team leads in support to the PMU and BU’s packaging of presentations.

Project M&E

Conduct of Periodic Monitoring/Validation/ Reconciliation of Turned-over Projects thru BAR R4D Commodity/ Thematic Teams

Lead: BAR R4D Commodity/Thematic Teams

4th Week of September 20256

The periodic monitoring, validation, and reconciliation of turned-over projects will be conducted through the BAR R4D Commodity and Thematic Teams. This process aims to ensure that all projects previously handed over to PMELD are being implemented and monitored effectively.

Periodic Assessments/ Reports

Consolidation of FY 2026 3rd Quarter Accomplishments

Lead: BAR Planning and Monitoring Unit

4th Week of September 2026

In preparation for the Bureau’s periodic submission of quarterly accomplishments to oversight offices, the PMU will coordinate the consolidation and packaging of the FY 2026 3rd Quarter Accomplishments. This will involve facilitating collaboration among the relevant BAR divisions and units to ensure timely and accurate reporting.

Plan & Budget Preparation

“Capsule Proposal” screening & evaluation

Lead: BAR Program Development Division

October 2026 – December 30, 2026

As part of the preparatory activities for the FY 2028 Plan and Budget Proposal, PDD shall take the lead in facilitating the initial screening and evaluation of submitted capsule proposals. This process will ensure that all proposals align with the bureau’s strategic R4D priorities, comply with established guidelines, and demonstrate the potential for impactful outcomes. PDD shall implement a robust review framework, involving detailed assessments of relevance, feasibility, and resource requirements to ensure the highest standards of quality and alignment with organizational goals.

Performance Commitment and Review (PCR) Periodic Assessment

FY 2027 Target Setting Workshop

Lead: BAR Performance Management Team (PMT)

October 2026

The BAR PMT shall spearhead the conduct of the FY 2027 PCR Target Setting Workshop. This shall serve as one of the platform’s to assess and finalize the divisions and units’ quarterly and semestral performance indicators and targets (physical and financial) for CY 2027.

MAJOR DA-BAR ACTIVITY	DIVISION/UNIT- SPECIFIC ACTIVITIES	PROPOSED/ INDICATIVE DATES FOR FY 2025-27
Plan & Budget Preparation	<p>FY 2026 Program Assessment Workshop <i>Lead: BAR Planning and Monitoring Unit</i></p> <p>PMU shall facilitate the conduct of the annual Program Assessment Workshop to assess the performance of various regular and banner programs in terms of their physical and financial accomplishments.</p>	October 2026 – November 2026
Plan & Budget Preparation	<p>DA-BAR Internal Budget Briefing (IBB) for FY 2028 PBP <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>In preparation for the upcoming PBP preparatory activities of the Department, the Bureau will hold an internal budget briefing for FY 2028. This initiative aims to lay the groundwork for the Bureau’s fund allocation, ensuring alignment with strategic priorities and objectives. It will also serve as a collaborative platform for exchanging inputs, insights, and recommendations among key stakeholders to optimize resource planning and allocation.</p> <p>Through this activity, the Bureau seeks to foster a shared understanding of budget priorities, address potential challenges, and identify opportunities to enhance program delivery and fiscal efficiency for FY 2027.</p> <p>Expected outputs:</p> <ul style="list-style-type: none"> 5) Initial FY 2028 PAPs Line-up (Tiers 1 & 2) 6) Initially accomplished FY 2027 PBP forms (ie PICS, BEDs 123, BP Forms) 	3rd Week of November 2026
Plan & Budget Preparation	<p>Review and Endorsement of Indicative FY 2028 PBPs to the Management Committee <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>Following the completion of the initial FY 2027 PBP documents, the PMU and BU will convene a meeting with the BAR Management Committee. The purpose of this meeting is to present the proposed FY 2027 PBP and secure the committee's approval, ensuring alignment with the Bureau's strategic objectives and operational priorities.</p> <p>Expected outputs:</p> <ul style="list-style-type: none"> 1) Finalized Initial FY 2028 PAPs Line-up (Tiers 1 & 2) 2) Signed FY 2028 PBP forms (ie PICS, BEDs 123, BP Forms) 	3rd Week of November 2026
Plan & Budget Preparation	<p>Initial execution of F.Y. 2028 P/A/P documents <i>Lead: BAR Program Development Division</i></p> <p>PDD shall start facilitation project documents such as the</p>	Within December 2026



MAJOR DA-BAR ACTIVITY	DIVISION/UNIT- SPECIFIC ACTIVITIES	PROPOSED/ INDICATIVE DATES FOR FY 2025-27
	Notice of Approval, Notice to Proceed, Fund Release, Memorandum of Agreements (MOA), among others.	
Performance Commitment and Review (PCR) Periodic Assessment	<p>FY 2026 2nd Semester Performance Commitment Review (PCR) <i>Lead: BAR Performance Management Team (PMT)</i></p> <p>The BAR PMT shall spearhead the conduct of the FY 2026 2nd Semester PCR. This shall serve as one of the platform's to evaluate the progress and accomplishments of each operating unit, address potential concerns, and identify opportunities for further enhancement to ensure the achievement of the year's goals.</p>	January-February 2027
Plan & Budget Preparation	<p>Coordination with Implementing Agencies to package detailed proposals based on shortlisted concept proposals for FY 2027 <i>Lead: BAR Program Development Division</i></p> <p>Following the results of the initial screening and evaluation of capsule proposals, PDD focal persons shall coordinate closely with the respective shortlisted implementing agencies to support the development of their comprehensive, full-blown proposals. This collaborative effort ensures that each shortlisted proposal is transformed into a shovel-ready project, ready for inclusion in the submission of pertinent plan and budget proposal documents. Further, PDD focal persons will provide guidance on refining project objectives, methodologies, and resource allocation to enhance the clarity, feasibility, and impact of the proposals</p>	January 2027
Periodic Assessments/ Reports	<p>Consolidation of FY 2026 Annual Report (as of December 31, 2026) <i>Lead: BAR Planning and Monitoring Unit</i></p> <p>In preparation for the Bureau's final submission and publication of the annual report for FY 2026, the PMU shall coordinate the updating and finalization of the FY 2026 Annual Accomplishments. This will involve facilitating collaboration among the relevant BAR divisions and units to ensure timely and accurate reporting.</p>	2nd Week of January 2027
Plan & Budget Preparation	<p>DA-BAR Internal Budget Briefing (IBB) for FY 2028 PBP <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i></p> <p>In preparation for the upcoming PBP preparatory activities of the Department, the Bureau will hold an internal budget briefing for FY 2028. This initiative aims to lay the groundwork for the Bureau's fund allocation, ensuring alignment with strategic priorities and objectives. It will also serve as a collaborative platform for exchanging inputs, insights, and</p>	3rd Week of January 2027

**MAJOR DA-BAR
ACTIVITY****DIVISION/UNIT- SPECIFIC
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recommendations among key stakeholders to optimize resource planning and allocation.

Through this activity, the Bureau seeks to foster a shared understanding of budget priorities, address potential challenges, and identify opportunities to enhance program delivery and fiscal efficiency for FY 2028.

Expected outputs:

- 3) Initial FY 2028 PAPs Line-up (Tiers 1 & 2)
- 4) Initially accomplished FY 2028 PBP forms (ie PICS, BEDs 123, BP Forms)

Plan & Budget
Preparation

**Review and Endorsement of Indicative FY 2026 PBPs to
the Management Committee**

Lead: BAR Planning and Monitoring Unit, BAR Budget Unit

Following the completion of the initial FY 2028 PBP documents, the PMU and BU will convene a meeting with the BAR Management Committee. The purpose of this meeting is to present the proposed FY 2028 PBP and secure the committee's approval, ensuring alignment with the Bureau's strategic objectives and operational priorities.

Expected outputs:

- 3) Finalized Initial FY 2028 PAPs Line-up (Tiers 1 & 2)
- 4) Signed FY 2028 PBP forms (ie PICS, BEDs 123, BP Forms)

4th Week of January
2027

Facilitation of
Approval and
Fund Release to
Projects

**Facilitate MOA Signing of FY 2027 Q1 PAPs and Official
Turnover of PAPs to PMELD (all PAPs targeted for Q1 based
on final BEDs 123)**

*Lead: BAR Program Development Division (PDD), Budget Unit,
Accounting Unit*

The BAR PDD, in collaboration with the Budget and Accounting Unit, will initiate the facilitation of Memorandum of Agreement (MOA) signings with proponents for FY 2026 Quarter 1 PAPs.

Once the corresponding Notices to Proceed (NTP) are issued, the PDD will formally hand over these Q1 PAPs to the PMELD for implementation and monitoring.

Starting 1st Week of
February 2027

Plan & Budget
Preparation

**Facilitate MOA Signing of FY 2027 Q1 PAPs and Official
Turnover of PAPs to PMELD (all PAPs targeted for Q1 based
on final BEDs 123)**

*Lead: BAR Program Development Division (PDD), Budget Unit,
Accounting Unit*

The BAR PDD, in collaboration with the Budget and Accounting Unit, will initiate the facilitation of Memorandum of Agreement

Within 4th Week
of December 2026 - 3rd
Week of January 2027



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(MOA) signings with proponents for FY 2027 Quarter 1 PAPs.

Once the corresponding Notices to Proceed (NTP) are issued, the PDD will formally hand over these Q1 PAPs to the PMELD for implementation and monitoring.

Project
Monitoring &
Evaluation

M&E Activities for FY 2027 On-going and Completed PAPs
*Lead: BAR Program Monitoring, Evaluation, and Linkaging
Division (PMELD)*

1st Week of
February 2027

The BAR PMELD shall commence its regular monitoring and evaluation activities for FY 2024 ongoing and completed PAPs. As necessary, the PMELD may involve the PDD, Knowledge Management and Information Systems Division (KMISD), and PMU to ensure a comprehensive and collaborative approach to these activities.

Project M&E

**Conduct of Inception Meetings with Implementing
Agencies**
*Lead: BAR Program Development Division (PDD), Program
Monitoring, Evaluation, and Linkaging Division (PMELD),
Knowledge Management and Information Systems Division
(KMISD)*

4th Week of
February 2027

Within 30 days after the issuance of NTP, the PDD and PMELD shall commence the conduct of inception meetings among the proponents of PAPs approved during FY 2027 Q1.



ACTIVITY	WEEK				
	1	2	3	4	5
JANUARY 2025					
FY 2024 2nd Semester Performance Commitment Review (PCR) <i>Lead: BAR Performance Management Team (PMT)</i>					
DA-BAR Internal Budget Briefing (IBB) for FY 2026 PBP <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
Review and Endorsement of Indicative FY 2026 PBPs to the Management Committee <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
FEBRUARY 2025					
Facilitate MOA Signing of FY 2025 Q1 PAPs and Official Turnover of PAPs to PMELD <i>(all PAPs targeted for Q1 based on final BEDs 123)</i> <i>Lead: BAR Program Development Division (PDD), Budget Unit, Accounting Unit</i>					
M&E Activities for FY 2024 On-going and Completed PAPs <i>Lead: BAR Program Monitoring, Evaluation, and Linkaging Division (PMELD)</i>					
Attendance to the FY 2026 Internal Budget Conference & Forum <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
Attendance to Program Convergence Meetings <i>Lead: BAR R4D Commodity/Thematic Teams, Planning and Monitoring Unit</i>					
Series of Joint Technical Review Workshops (3 Clusters) <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
Conduct of Inception Meetings with Implementing Agencies <i>Lead: BAR Program Development Division (PDD), Program Monitoring, Evaluation, and Linkaging Division (PMELD), Knowledge Management and Information Systems Division</i>					
Revisiting of Internal Plans and Policies in Preparation for the FY 2027 Call for Proposals					

ACTIVITY	WEEK				
	1	2	3	4	5
<i>Lead: BAR Planning and Monitoring Unit, BAR R4D Commodity/Thematic Teams, Regional Coordinators, Budget Unit</i>					
MARCH 2025					
Call for submission of "Capsule Proposals" for F.Y. 2027 <i>Lead: BAR Program Development Division (PDD)</i>					
Accomplishment and Finalization of the FY 2026 BP Forms <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
Conduct of the PCAF-National Sectoral Meetings <i>Lead: BAR Planning and Monitoring Unit, BAR R4D Commodity/Thematic Teams, BAR Budget Unit</i>					
Conduct of the Internal Budget Hearing for FY 2026 PBP <i>Lead: BAR Office of the Director, Planning and Monitoring Unit, BAR Budget Unit</i>					
Conduct of Periodic Monitoring/Validation/ Reconciliation of Turned-over Projects thru BAR R4D Commodity/ Thematic Teams <i>Lead: BAR R4D Commodity/Thematic Teams</i>					
Consolidation of FY 2025 1st Quarter Accomplishments <i>Lead: BAR Planning and Monitoring Unit</i>					
Facilitate MOA Signing of FY 2025 Q2 PAPs and Official Turnover of PAPs to PMELD <i>(all PAPs targeted for Q2 based on final BEDs 123)</i> <i>Lead: BAR Program Development Division (PDD), Budget Unit, Accounting Unit</i>					
APRIL 2025					
Inputting to Online Submission of Plan and Budget Proposals (OSBP) <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
Presentation to the NAF Council <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					

ACTIVITY	WEEK				
	1	2	3	4	5
Submission of FY 2026 PBP to DBM (Printed Copies) <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
JUNE 2025					
Conduct of Periodic Monitoring/Validation/ Reconciliation of Turned-over Projects thru BAR R4D Commodity/ Thematic Teams <i>Lead: BAR R4D Commodity/Thematic Teams</i>					
Consolidation of FY 2025 2nd Quarter/1st Semester Accomplishments <i>Lead: BAR Planning and Monitoring Unit</i>					
Issuance of National Expenditure Program (NEP) <i>Lead: BAR Planning and Monitoring Unit, Budget Unit</i>					
JULY 2025					
FY 2025 1st Semester PCR Review <i>Lead: BAR Performance Management Team (PMT)</i>					
Internal DA-BAR BEDs 123 workshop: Deliberation of lined-up F.Y. 2026 Programs/Activities/Projects (PAPs) <i>Lead: BAR Planning and Monitoring Unit, Budget Unit</i>					
Conduct of Progress Reviews <i>Lead: Program Monitoring, Evaluation, and Linkaging Division</i>					
AUGUST 2025					
Participation to F.Y. 2026 House of Representatives (HOR) and Senate Budget Deliberations <i>Lead: BAR Planning and Monitoring Unit, Budget Unit</i>					
SEPTEMBER 2025					

ACTIVITY	WEEK				
	1	2	3	4	5
Conduct of Periodic Monitoring/Validation/ Reconciliation of Turned-over Projects thru BAR R4D Commodity/ Thematic Teams <i>Lead: BAR R4D Commodity/Thematic Teams</i>					
Consolidation of FY 2025 3rd Quarter Accomplishments <i>Lead: BAR Planning and Monitoring Unit</i>					
OCTOBER 2025					
"Capsule Proposal" screening & evaluation <i>Lead: BAR Program Development Division</i>					
FY 2026 Target Setting Workshop <i>Lead: BAR Performance Management Team (PMT)</i>					
FY 2025 Program Assessment Workshop <i>Lead: BAR Planning and Monitoring Unit</i>					
NOVEMBER 2025					
DA-BAR Internal Budget Briefing (IBB) for FY 2027 PBP <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
Review and Endorsement of Indicative FY 2027 PBPs to the Management Committee <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
DECEMBER 2025					
Conduct of Periodic Monitoring/Validation/ Reconciliation of Turned-over Projects thru BAR R4D Commodity/ Thematic Teams <i>Lead: BAR R4D Commodity/Thematic Teams</i>					
Consolidation of FY 2025 Annual Report (as of November 30, 2025) <i>Lead: BAR Planning and Monitoring Unit</i>					

ACTIVITY	WEEK				
	1	2	3	4	5
JANUARY 2026					
FY 2024 2nd Semester Performance Commitment Review (PCR) <i>Lead: BAR Performance Management Team (PMT)</i>					
Coordination with Implementing Agencies to package detailed proposals based on shortlisted concept proposals for FY 2027 <i>Lead: BAR Program Development Division</i>					
Consolidation of FY 2025 Annual Report (as of December 31, 2025) <i>Lead: BAR Planning and Monitoring Unit</i>					
DA-BAR Internal Budget Briefing (IBB) for FY 2026 PBP <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
Review and Endorsement of Indicative FY 2026 PBPs to the Management Committee <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
FEBRUARY 2026					
Facilitate MOA Signing of FY 2026 Q1 PAPs and Official Turnover of PAPs to PMELD (all PAPs targeted for Q1 based on final BEDs 123)					
M&E Activities for FY 2025 On-going and Completed PAPs <i>Lead: BAR Program Monitoring, Evaluation, and Linkaging Division (PMELD)</i>					
Attendance to the FY 2027 Internal Budget Conference & Forum <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
Attendance to Program Convergence Meetings <i>Lead: BAR R4D Commodity/Thematic Teams, Planning and Monitoring Unit</i>					
Series of Joint Technical Review Workshops (3 Clusters) <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					

ACTIVITY	WEEK				
	1	2	3	4	5
Conduct of Inception Meetings with Implementing Agencies <i>Lead: BAR Program Development Division (PDD), Program Monitoring, Evaluation, and Linkaging Division (PMELD), Knowledge Management and Information Systems Division (KMISD)</i>					
Submission of Implementing Agencies' (IA) detailed proposals to BAR for FY 2027 <i>Lead: BAR Program Development Division (PDD)</i>					
MARCH 2026					
Conduct of the Internal Budget Hearing for FY 2027 PBP <i>Lead: BAR Office of the Director, Planning and Monitoring Unit, BAR Budget Unit</i>					
Accomplishment and Finalization of the FY 2027 BP Forms <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
Conduct of Periodic Monitoring/Validation/ Reconciliation of Turned-over Projects thru BAR R4D Commodity/ Thematic Teams <i>Lead: BAR R4D Commodity/Thematic Teams</i>					
Consolidation of FY 2026 1st Quarter Accomplishments <i>Lead: BAR Planning and Monitoring Unit</i>					
Facilitate MOA Signing of FY 2026 Q2 PAPs and Official Turnover of PAPs to PMELD (all PAPs targeted for Q2 based on final BEDs 123) <i>Lead: BAR Program Development Division (PDD), Budget Unit, Accounting Unit</i>					
APRIL 2026					
Inputting to Online Submission of Plan and Budget Proposals (OSBP) <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
En banc review of detailed proposals for F.Y. 2027 and packaging of comments <i>Lead: BAR Program Development Division</i>					
Presentation to the NAF Council <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					

ACTIVITY	WEEK				
	1	2	3	4	5
Submission of FY 2027 PBP to DBM (Printed Copies) <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
JUNE 2026					
Proponent submission of revised detailed proposal for F.Y. 2027 to DA-BAR <i>Lead: BAR Program Development Division</i>					
Conduct of Progress Reviews <i>Lead: Program Monitoring, Evaluation, and Linkaging Division</i>					
Consolidation of FY 2026 2nd Quarter/1st Semester Accomplishments <i>Lead: BAR Planning and Monitoring Unit</i>					
JULY 2026					
FY 2025 1st Semester PCR Review <i>Lead: BAR Performance Management Team (PMT)</i>					
Internal DA-BAR BEDs 123 workshop: Deliberation of lined-up F.Y. 2027 Programs/Activities/Projects (PAPs) <i>Lead: BAR Planning and Monitoring Unit, Budget Unit</i>					
AUGUST 2026					
Participation to F.Y. 2027 House of Representatives (HOR) and Senate Budget Deliberations <i>Lead: BAR Planning and Monitoring Unit, Budget Unit</i>					
SEPTEMBER 2026					
Conduct of Periodic Monitoring/Validation/ Reconciliation of Turned-over Projects thru BAR R4D Commodity/ Thematic Teams <i>Lead: BAR R4D Commodity/Thematic Teams</i>					

ACTIVITY	WEEK				
	1	2	3	4	5
Consolidation of FY 2026 3rd Quarter Accomplishments <i>Lead: BAR Planning and Monitoring Unit</i>					
OCTOBER 2026					
"Capsule Proposal" screening & evaluation <i>Lead: BAR Program Development Division</i>					
FY 2027 Target Setting Workshop <i>Lead: BAR Performance Management Team (PMT)</i>					
FY 2026 Program Assessment Workshop <i>Lead: BAR Planning and Monitoring Unit</i>					
NOVEMBER 2026					
DA-BAR Internal Budget Briefing (IBB) for FY 2028 PBP <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
Review and Endorsement of Indicative FY 2028 PBPs to the Management Committee <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
DECEMBER 2026					
Initial execution of F.Y. 2028 P/A/P documents <i>Lead: BAR Program Development Division</i>					
Facilitate MOA Signing of FY 2027 Q1 PAPs and Official Turnover of PAPs to PMELD (all PAPs targeted for Q1 based on final BEDs 123) <i>Lead: BAR Program Development Division (PDD), Budget Unit, Accounting Unit</i>					
JANUARY 2027					
FY 2024 2nd Semester Performance Commitment Review (PCR) <i>Lead: BAR Performance Management Team (PMT)</i>					

ACTIVITY	WEEK				
	1	2	3	4	5
Coordination with Implementing Agencies to package detailed proposals based on shortlisted concept proposals for FY 2027 <i>Lead: BAR Program Development Division</i>					
Consolidation of FY 2025 Annual Report (as of December 31, 2025) <i>Lead: BAR Planning and Monitoring Unit</i>					
DA-BAR Internal Budget Briefing (IBB) for FY 2026 PBP <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
Review and Endorsement of Indicative FY 2026 PBPs to the Management Committee <i>Lead: BAR Planning and Monitoring Unit, BAR Budget Unit</i>					
(cont.) Facilitate MOA Signing of FY 2027 Q1 PAPs and Official Turnover of PAPs to PMELD <i>(all PAPs targeted for Q1 based on final BEDs 123)</i> <i>Lead: BAR Program Development Division (PDD), Budget Unit, Accounting Unit</i>					
FEBRUARY 2027					
Conduct of Inception Meetings with Implementing Agencies <i>Lead: BAR Program Development Division (PDD), Program Monitoring, Evaluation, and Linkaging Division (PMELD), Knowledge Management and Information Systems Division (KMIS D)</i>					