



**OFFICE OF FINANCIAL MANAGEMENT SERVICES**

02 November 2017

Sir:

In compliance with DBM-COA Joint Circular No. 2014-1 dated 02 July 2014, the Department of Foreign Affairs-Office of the Secretary respectfully submits herewith its DBM - URS generated 3rd Quarter Physical Report of Operations for the Fiscal Year 2017.

Very truly yours,

*For the Secretary of Foreign Affairs:*

A handwritten signature in black ink, appearing to read "Alex G. Chua".

**ALEX G. CHUA**  
Assistant Secretary

**The Honorable**  
**Secretary BENJAMIN E. DIOKNO**  
Department of Budget and Management  
Malacañang, Manila


QUARTERLY PHYSICAL REPORT OF OPERATION  
As of 2017 September 30

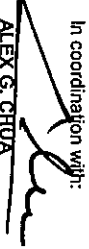
BAR No. 1


Department: Department of Foreign Affairs (DFA)  
Appropriations: Current Year Appropriations  
Agency: Office of the Secretary  
Operating Unit: Home Office  
Organization Code (UACS): 120011300085  
Report Status: SUBMITTED

Particulars	UACS CODE	Physical Targets						Physical Accomplishments					Variance as of September 30 2017	Remarks
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total			
1	2	3	4	5	6	7=(3+4+5+6)	8	9	10	11	12=(8+9+10+11)	13	14	
Part A														
1. Operations														
MFO 1: FOREIGN POLICY SERVICES	3010000000													
Quantity														
No. of policies developed and issued or updated and disseminated		1746	1746	1746	1746	6,982	2852	1462	2170		6484	-498	The increased target quantity is based on the inputs from MFO 1 offices.	
Quality														
Percentage of stakeholders who rate foreign policies as good or better		90%	90%	90%	90%	90%	100%	92%	100%		97%	7		
Timeliness														
Percentage of policies that are reviewed, updated and disseminated in the last three years		90%	90%	90%	90%	90%	100%	93%	100%		98%	8		
MFO 2: DIPLOMATIC AND CONSULAR SERVICES	3020000000													
Quantity														
No. of consular and legal documents issued		1,072,500	1,072,500	1,072,500	1,072,500	4,290,000	1,194,547	1,127,883	1,151,142		3,473,572	-816,428		
No. of overseas Filipinos assisted		5000	5000	5000	5000	20,000	3578	2731	8,658		14,967	-5033		
Quality														
Percentage of clients that rate the services as good or better		90%	90%	90%	90%	90%	100%	100%	100%		100%	10		

Percentage of Filipino assisted who rate the DFA assistance as good or better	90%	90%	90%	90%	90%	90%	95%	95%	100%	97%	7	
Timeliness												
Percentage of consular and legal documents issued within the prescribed period	100%	100%	100%	100%	100%	100%	100%	98%	100%	99%	1	Delays were noted due to the increase in Automated Fingerprint Identification System (AFIS) hits.
Percentage of requests for assistance responded to within the prescribed period	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	0	

Prepared By:   
**DENIS YAP LEPTAN**  
 Assistant Secretary  
 Office of Policy Planning & Coordination  
 Date: 27 October 2017

In coordination with:  
  
**ALEX G. CHUA**  
 Assistant Secretary  
 Office of Financial Management Services  
 Date: 27 October 2017

Approved By:   
**LINGLINGAY F. LACANLALE**  
 Undersecretary  
 (By Authority of the Secretary of Foreign Affairs)  
 Date: 27 October 2017