

**Terms of Reference of the Authorized Agency Public Investment Program (PIP)/
Three (3)-Year Rolling Infrastructure Program (TRIP) Focal(s)
for the Updating of the PIP 2017-2022 and Formulation of the Fiscal Year (FY) 2020-2022 TRIP
as Input to the FY 2020 Budget Preparation**

To ensure accountability, accuracy and timeliness of submission of Agency/Office¹ inputs to NEDA, all concerned Agencies/Offices are required to designate its authorized Agency PIP/TRIP Focal(s) who will access and encode the data requirements in the PIP Online (PIPOL) System using the **Authorization Form**. The Authorization Form should be duly signed by the Head of the Agency/Office² and its Mother Agency, where applicable.

Based on the authority granted by the Head of the Agency/Office, it is understood that all information on the PAPs encoded by the authorized Agency PIP/TRIP Focal(s) are **correct, complete** and **duly endorsed/approved** by both the Agency and its Mother Agency, where applicable.

The duties and responsibilities of the authorized Agency PIP/TRIP Focal(s) shall include the following:

- a. **Coordinate within their respective agencies** to ensure that the priority PAPs to be endorsed for inclusion in the Updated PIP 2017-2022 and FY 2020-2022 TRIP, through the PIPOL System, are aligned and consistent with sector/subsector outcomes and outputs (as applicable) as laid out in the Philippine Development Plan (PDP) 2017-2022 and its Results Matrices (RM). Please refer to the PIP Updating Guidelines and TRIP Formulation Guidelines for the content and criteria of priority PAPs for inclusion in the Updated PIP 2017-2022 and FY 2020-2022 TRIP as input to FY 2020 budget preparation;
- b. **Coordinate with the respective agency regional offices (AROs)** to ensure that all respective national government (NG)-implemented PAPs under the Regional Development Investment Program (RDIP), which are endorsed by the Regional Development Council and contribute to the sector/subsector outcomes and outputs (as applicable) in the PDP and RM, are included in the submission of the agency for inclusion in the Updated PIP 2017-2022 and FY 2020-2022 TRIP. Agency central offices shall provide feedback to the concerned RDCs on the reasons for the non-inclusion in the PIP of the priority NG PAPs in the RDIPs;
- c. **Coordinate with respective attached agencies/offices, where applicable**, to ensure that submissions of attached agencies/offices, which contribute to the sector/subsector outcomes and outputs (as applicable) in the PDP and RM, are included in the submission for the Updated PIP 2017-2022 and FY 2020-2022 TRIP and endorsed by the mother agency;
- d. **Encode and validate the completeness of the data of the agency's endorsed/approved priority PAPs** for inclusion in the Updated PIP 2017-2022 and FY 2020-2022 TRIP, through the PIPOL System, on or before the set deadline of **October 26, 2018**; and
- e. **Participate in the Briefing on the Updating of the PIP 2017-2022 and Formulation of FY 2020-2022 TRIP and Hands-on Session on the PIPOL System Version 2.0** to be facilitated by the PIP and TRIP Secretariats. The authorized Agency PIP/TRIP Focal(s) are expected to echo the briefing with their respective regional offices and attached agencies, as needed (*Please refer to the tentative schedule of briefings by sector and agencies*).

In addition to the above, the Agency Lead PIP/TRIP Focal to be authorized should at least be in Director IV level position or equivalent position who will oversee the submission of PAPs of the other Agency PIP/TRIP Focal(s) in the PIPOL System.

¹ All National Government Agencies, Government-Owned and Controlled Corporations (GOCCs), Government Financial Institutions (GFIs), Other National Government Offices and Instrumentalities, and State Universities and Colleges (SUCs).

² The President or the counterpart highest level official for SUCs, GOCCs and GFIs.