



PROCESS MANUAL
BUREAU OF LOCAL GOVERNMENT
FINANCE

BLGF-PM- 01-03

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Section: USER'S GUIDE

Effectivity Date:

Subject: AUTHORIZATION FOR IMPLEMENTATION AND UPDATING RESPONSIBILITY

Implementation of the contents of the Process Manual shall be authorized and approved by the Executive Director of the BUREAU OF LOCAL GOVERNMENT FINANCE on the date specified in the manual.

Updating the Process Manual shall be the responsibility of the Document Control Custodian following the Procedure.

Their specimen signature appears below.

Executive Director

Document Control Custodian

PREPARED BY: DCC

REVIEWED AND APPROVED BY: EXECUTIVE DIRECTOR