

**[ADMINISTRATIVE ORDER NO. 48, October 04,
1937]**

**DELIMITING THE RESPECTIVE RESPONSIBILITIES OF THE
SECRETARY OF THE INTERIOR, THE SECRETARY OF FINANCE,
AND OTHER DEPARTMENT HEADS IN THE SUPERVISION AND
CONTROL OF THE PERSONNEL AND FINANCES OF THE
PROVINCIAL, CITY, AND MUNICIPAL GOVERNMENTS.**

1. The Department of the Interior is the agency of the National Government for the supervision and control of the provincial, city, and municipal governments in their administrative functions.

2. The Department of Finance is the agency of the National Government for the supervision and control of the financial affairs of the provincial, city, and municipal governments.

3. In conformity with the foregoing, the budgets of the provincial governments shall be submitted to the Department of Finance, through the Department of the Interior, such budgets to contain clear and specific statements both of the estimated income and the proposed expenditures for the corresponding fiscal year. In thus submitting the budget, the Provincial Board should enclose a written opinion of the provincial treasurer as prescribed in section two thousand one hundred seven of the Administrative Code, together with a statement of the District Engineer containing his comments on the proposed expenditures for his office as well as for public works, and also similar written statements of the Division Superintendent of Schools, the District Health Officer, the Provincial Auditor, the Provincial Fiscal, and the Provincial Agricultural Supervisor regarding the different kinds of proposed expenditures for the activities respectively under them. The budget with all the accompanying statements shall be sent to the Department of the Interior, which should make its comments on the proposed expenditures. The Secretary of the Interior shall then send the budget with his comments together with the corresponding opinion and statements of the chiefs of local offices to the Department of Finance. The Department of Finance, before taking any definite action on the budget, shall be guided by the comments and recommendations of the Secretary of the Interior and shall secure the views and recommendations of other Department Heads concerned regarding the parts of the same affecting the activities of their respective departments.

The same procedure shall be observed in the case of supplemental budgets.

4. It shall be the duty of the Department of Finance to see to it that the proposed expenditures do not exceed the estimated income but rather leave a reasonable amount of surplus. Except in the case of the employees in the office of the Provincial Treasurer, the Department of Finance, in revising a provincial budget, shall give weight to the views and recommendations of the Secretary of the Interior and other