

04 November 2020

**ATTY. FELIX S. RACADIO**

President and CEO  
Poro Point Management Corporation  
City of San Fernando, La Union

Dear **Atty. Racadio**:

We are pleased to inform you that the BCDA Board during the meeting held on 04 November 2020 has approved your 2021 operating budget in the amount of Php152,613,249.00, broken down as follows:

Particular	BCDA Funded	PPMC Funded	Total
Estate Management Fee	82,841,291.33		82,841,291.33
Land Related Cost	68,328,038.44		68,328,038.44
Legal and Regulatory		1,443,919.23	1,443,919.23
<b>Total</b>	<b>151,169,329.77</b>	<b>1,443,919.23</b>	<b>152,613,249.00</b>

The approval of the 2021 budget is subject to the following conditions:

1. The BCDA-approved budget should be approved by the PPMC Board prior to its implementation;
2. All expenditures should be disbursed within the approved budget. Supplemental and realignments of budgets within the same expenditure group maybe allowed subject to the provisions of BCDA Financial Policy No. 503-1;
3. Budget for Personal Services should not be realigned to any expense items, and viceversa. Any change in the organizational structure that has present or future financial impact or increase in compensation package shall require BCDA and GCG's written approval prior to its implementation pursuant to Section 7 of Financial Policy No. 103-2 and Executive Order No. 36 and its implementing guidelines;
4. The approved budget shall be released based on the provisions of the Performance Agreement dated 22 May 2018 and BCDA Financial Policy No. 504-1;
5. Release of funds for Leave Monetization, Performance-Based Bonus and Retirement Benefits shall be subject to actual disbursement;
6. Procurement of infrastructure projects shall be in accordance with Republic Act No. 9184;

7. Payment for outstanding obligations shall be allowed provided the obligations had been previously budgeted, approved for implementation and contracted prior to 2021; and
8. Disbursement of the budget should be in accordance with the government budgetary, accounting and auditing rules and regulations.

We are enclosing your 2021 approved budget for your reference.

Thank you.

Very truly yours,

  
**NENA D. RADO**  
SVP and Chief Financial Officer




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**BCDA**  
Bases Conversion and  
Development Authority

Budget Department

  
**CB2020-1290**

BCDA Corporate Center  
2/F Bonifacio Technology Center  
31st St. cor. 2nd Ave. Bonifacio Global City,  
Taguig City 1634 Philippines



**PORO POINT MANAGEMENT CORPORATION**  
**SUMMARY**  
**Budget Year 2021**

Particulars	2021 Approved Budget				2020 Approved Budget			
	Estate Management Fee	Legal and Regulatory	Land Related Cost	Total	Estate Management Fee	Legal and Regulatory	Land Related Cost	Total
Personal Services	53,499,427			53,499,427	56,596,576			56,596,576
Maintenance & Other Operating Expenses	19,895,475	1,443,919	29,980,173	51,319,567	27,806,359	1,352,454	29,450,171	58,608,983
BOD Expenses	7,330,000			7,330,000	9,070,000			9,070,000
Capital Outlay	2,116,390		38,347,865	40,464,255	7,492,000	305,000	31,660,600	39,457,600
<b>Total</b>	<b>82,841,291</b>	<b>1,443,919</b>	<b>68,328,038</b>	<b>152,613,249</b>	<b>100,964,935</b>	<b>1,657,454</b>	<b>61,110,771</b>	<b>163,733,159</b>

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**PORO POINT MANAGEMENT CORPORATION**  
**Personal Services**  
**Budget Year 2021**

<b>Particulars</b>	<b>2021 Approved Budget</b>	<b>2020 Approved Budget</b>
Salaries & Wages	35,728,640	34,928,892
Year-End Bonus	2,982,664	2,878,895
Mid-Year Bonus	2,977,638	2,884,316
Overtime	2,151,890	2,171,073
SSS, Philhealth & Pag-ibig Fund Premiums	1,912,264	1,708,524
Performance-Based Bonus*	1,639,946	1,588,900
Representation and Transportation Allowance	1,620,000	1,620,000
Personnel Economic Relief Allowance	1,584,000	1,568,000
Leave Monetization*	1,063,484	6,090,794
Retirement Benefits*	742,150	450,325
Uniform Allowance	396,000	390,000
Cash Gift	330,750	326,500
Productivity Enhancement Incentives	330,000	327,500
Loyalty Incentives	40,000	20,000
<b>Total PS</b>	<b>53,499,427</b>	<b>56,953,720</b>

*\*Release of funds subject to actual disbursement*

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**PORO POINT MANAGEMENT CORPORATION**  
**Maintenance & Other Operating Expenses**  
**Budget Year 2021**

Expense Title	2021 Approved Budget			2020 Approved Budget			Total
	Estate Management Fee	Legal and Regulatory	Land Related Cost	Estate Management Fee	Legal and Regulatory	Land Related Cost	
Travelling Expenses	900,000			1,700,000			900,000
Communication Expenses	700,000			900,000			700,000
Internet Expense	650,000			500,000			650,000
Repair and Maintenance	440,000	165,000	2,760,000	740,000	165,000	4,560,000	3,365,000
Building and Facilities	150,000			250,000			150,000
Office Furniture, Fixtures and Equipment	2,789,457	162,000	325,931	3,297,748	169,920	637,860	3,277,388
Supplies and Materials	700,000		1,400,000	800,000		1,400,000	2,100,000
Office Supplies and Materials	400,000	100,000	100,000	900,000	100,000	100,000	600,000
Spare Parts and Servicing	700,000	100,000	2,700,000	1,100,000	100,000	2,900,955	3,500,000
Gasoline, Oil and Lubricants	1,530,356			1,298,867			1,530,356
Water, Illumination and Power Services	720,000			1,220,000			720,000
Audit Expenses	200,000			500,000			200,000
Trainings and Seminar	400,000			400,000			400,000
Corporate Planning	800,000			1,000,000			800,000
Extraordinary and Miscellaneous Expense	70,000			95,000			70,000
Representation Expenses	100,000			200,000			100,000
Subscription Expenses	2,000,000		600,000	2,000,000		600,000	2,000,000
Taxes, Duties and Licenses	1,000,000		3,146,387	2,500,000		3,146,387	3,324,309
Income Tax							
Marketing and Advertising	1,000,000			2,000,000			1,000,000
Fidelity Bond and Insurance Premium	150,000			250,000			150,000
Directors and Officers Liability Insurance	90,000			90,000			90,000
Insurance and Registration	177,922			154,878			3,324,309
Fidelity Bond							
Insurance on Runway, Buildings, etc.							
Other Services:							
Professional and Consultancy Services	657,340	657,340	14,461,487	360,000			15,776,168
Security Services	319,158	159,579	1,755,368	640,366	640,366	14,088,048	2,234,105
Janitorial Services				309,500	154,750	1,238,000	
Special Projects:							
Corporate Social Responsibility	1,000,000			1,000,000			1,000,000
Covid Prevention and Control			2,000,000				2,000,000
ISO Certification	501,242			400,000			501,242
Stakeholders Satisfaction Survey	400,000			400,000			400,000
Annual Report	200,000			200,000			200,000
Business Research	100,000			100,000			100,000
Competency-Based HR System				1,100,000			1,100,000
Automation of Permit and Licenses System		100,000					100,000
Automation of Building and Occupancy Permit System				200,000			200,000
Automation of Business Registration and Accreditation				200,000			200,000
One-Stop-Shop Phase 1: Automation of Business							
Aerodrome Certification (AO 139)							
Legal Expenses	400,000		400,000			400,000	400,000
Website Design, Development and Design	450,000		206,000			241,920	241,920
Environmental Management System							
Survey and Other Related Works			125,000	1,000,000			1,000,000
<b>Total MOOE</b>	<b>19,895,475</b>	<b>1,443,919</b>	<b>29,980,173</b>	<b>27,806,359</b>	<b>1,352,454</b>	<b>29,450,171</b>	<b>58,608,983</b>

**PORO POINT MANAGEMENT CORPORATION**  
**BOD Expenses**  
**Budget Year 2021**

<b>Particulars</b>	<b>2021 Approved Budget</b>	<b>2020 Approved Budget</b>
<b>I. Per Diems</b>		
Regular Board	1,344,000	1,344,000
Committee Meetings	792,000	792,000
Corporate Secretary	120,000	120,000
<b>II. Other Expenses</b>		
Transportation Expenses	1,320,000	1,320,000
Representation Expenses	1,320,000	1,320,000
Communication Expenses	330,000	330,000
Performance Based Incentive	704,000	704,000
Travelling Expenses	1,000,000	2,640,000
Meal Expenses	400,000	500,000
<b>TOTAL</b>	<b>7,330,000</b>	<b>9,070,000</b>

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**PORO POINT MANAGEMENT CORPORATION**  
**Capital Outlay**  
**Budget Year 2021**

Particulars	QTY	Unit	Unit Cost	Budget Classification		Approved Budget
				Estate Management Fee	Land Related Cost	
<b>Furniture, Fixture and Equipment</b>						
Interactive Digital Signage	2	unit	450,000	450,000	450,000	900,000
Aircon - Split Type (3 tons floor mounted)	5	unit	115,865	463,460	115,865	579,325
Aircon - Split Type (5 tons floor mounted)	1	unit	184,000	184,000		184,000
Aircon - Split Type (2 tons wall/ceiling mounted)	1	unit	65,850	65,850		65,850
Aircon - Split Type (1 tons wall/ceiling mounted)	1	unit	56,925	56,925		56,925
Aircon - Window Type	1	unit	34,155	34,155		34,155
Electric Motor Pump	3	unit	16,000	16,000	48,000	64,000
Misting Machine	2	unit	19,000	38,000		38,000
Grasscutter	1	unit	19,000		19,000	19,000
<b>Sub-Total</b>				<b>1,308,390</b>	<b>632,865</b>	<b>1,941,255</b>
<b>IT Equipment</b>						
Laptop (Intel Core i7, 1TB, 512 SSD)	13	unit	65,000	780,000	65,000	845,000
Anti-Virus Software	14	unit	2,000	28,000		28,000
Desktop Computer	1	set	50,000		50,000	50,000
<b>Sub-Total</b>				<b>808,000</b>	<b>115,000</b>	<b>923,000</b>
<b>Infrastructure Projects</b>						
Interim Water Connectivity	1	lot	19,500,000		19,500,000	19,500,000
San Fernando Airport Runway Slope Protection	1	lot	10,500,000		10,500,000	10,500,000
San Fernando Airport Drainage System	1	lot	7,600,000		7,600,000	7,600,000
<b>Sub-Total</b>					<b>37,600,000</b>	<b>37,600,000</b>
<b>Grand Total</b>				<b>2,116,390</b>	<b>38,347,865</b>	<b>40,464,255</b>

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