



May 2, 2023

TECHNICAL ADVISORY NO. 5
Series of 2023

TO : ALL ELECTRIC COOPERATIVES

**SUBJECT : SUBMISSION OF DOCUMENTARY REQUIREMENTS FOR THE
2023 SITIO ELECTRIFICATION PROGRAM (SEP) PROJECTS**

To reiterate the NEA issued Memorandum No. 2022-50 dated 6 October 2022 on the submission of priority projects and its required documents for the 2023 Sitio Electrification Program (SEP) and the issuance of Special Allotment Release Order (SARO) by the Department of Budget and Management (DBM) for the funding source, the electric cooperatives are required to submit its SEP priority projects **on or before 15 May 2023**, with the following documents:

- Budget Request (Distribution Lines and Housewiring)
- As plan Bill of Materials
- As plan Staking Sheets
- Barangay Certification that the sitio is unenergized with the population and potential households (see attached format)
- Location Map
- Right of Way Easement
- Board Resolution
- Commitment
- Execution Plan

Further, please be advised to limit the total project cost to Php 50 million per EC due to the limited appropriation. Likewise, the EC should be fully liquidated from its previous subsidy releases before the release of the new subsidy and must complete the project/s no later than December 31, 2023.

Kindly disregard this advisory for those ECs with complete submissions. For inquiry or clarification, please contact Total Electrification Division (TED) at Telephone No. (02) 8929 1909 local 170 and 171.

For strict compliance.

ERNESTO O. SILVANO, JR.
Deputy Administrator for Technical Services

Republic of the Philippines
Province of _____
Municipality of _____

CERTIFICATION

This is to certify that the following sitios and puroks located at Barangay _____ of this Municipality has no electric service as of this date.

Name of Sitio/Purok	Population		Potential Households
	Male	Female	

They are all within the franchise area of _____
(_____).

Furthermore, this is to certify that the following sitios and puroks under the Sitio Electrification Program (SEP) funded through _____ SEP GAA Subsidy are free from **Right of Way (ROW) problem** attested by the concern Barangay Captain/Official.

This also certifies of the absolute number of indigents and the incidence of poverty is high.

This certification is issued to formalize our willingness for energization, this _____ day of _____, 2023 in the Office of the Punong Barangay.

Barangay Captain/Official

Republic of the Philippines
Province of _____
Municipality of _____

CERTIFICATION

This is to certify that the following sitio / purok located at Barangay _____ of this Municipality has no electric service as of this date.

Name of Sitio/Purok	Population		Potential Households
	Male	Female	

Whereas, they are all within the franchise area of _____ (_____).

Likewise, this certifies the absolute number of indigents and high incidence of poverty.

This certification is issued to formalize our willingness for energization, this _____ day of _____, 2023 in the Office of the Punong Barangay.

Barangay Captain/Official