



Republic of the Philippines  
Department of Health  
**OFFICE OF THE SECRETARY**

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November 22, 2004

**DEPARTMENT MEMORANDUM**

NO. 118 s. 2004

**FOR :** All Directors of the Centers for Health and Development, and  
CHD Administrative Officers/Supply Officers/  
Pharmacists/Accountants/Cashier, CHD Pharma 50  
Coordinators, Pharmaceutical Distribution Networks  
Executive Officers, BnB Operators and others Concerned

**SUBJECT:** Botika ng Barangay Performance Monitoring Reports and  
Routine Schedule of Submissions

In accordance with the pertinent provision of Administrative Order No. 144 s. 2004, entitled Guidelines for the Establishment and Operationalization of Botika ng Barangays (BnB) and Pharmaceutical Distribution Networks (PDN), the following attached forms (Annexes A and B) must be accomplished and submitted to the Pharma 50 Operations Center (OPCEN), DOH Central Office, Sta. Cruz, Manila on the corresponding dates as reflected below:

Name of Report	Period Covered	Schedule of submission
1) BnB Quarterly Performance Report	1 <sup>st</sup> Quarter (January to March)	2 <sup>nd</sup> week of April of the same year
	2 <sup>nd</sup> Quarter (April to June)	2 <sup>nd</sup> week of July of the same year
	3 <sup>rd</sup> Quarter (July to September)	2 <sup>nd</sup> week of October of the same year
	4 <sup>th</sup> Quarter (October to December)	2 <sup>nd</sup> of week of January of the following year
2) BnB Drug Re-Order Support Quarterly Report	1 <sup>st</sup> Quarter (January to March)	2 <sup>nd</sup> week of April of the same year
	2 <sup>nd</sup> Quarter (April to June)	2 <sup>nd</sup> week of July of the same year
	3 <sup>rd</sup> Quarter (July to September)	2 <sup>nd</sup> week of October of the same year
	4 <sup>th</sup> Quarter (October to December)	2 <sup>nd</sup> of week of January of the following year

For the period 3<sup>rd</sup> Quarter, 2004 all concerned are to submit the required reports on or before December 10, 2004 and all succeeding report thereafter shall follow the schedule as reflected in the matrix.

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The BnB Quarterly Performance Report (Annex A) summarizes the performance of the Botikang Barangays operating under the auspices of the concerned CHD reflecting therein financial viability in nominal and real terms, and their regulatory status.

The BnB Drug Re-Order Support Quarterly Report summarizes the concerned CHD's effort in mobilizing resources to support the BnBs through facilitation of procurement of essential quality drugs from known reputable suppliers, and by way of pricing.

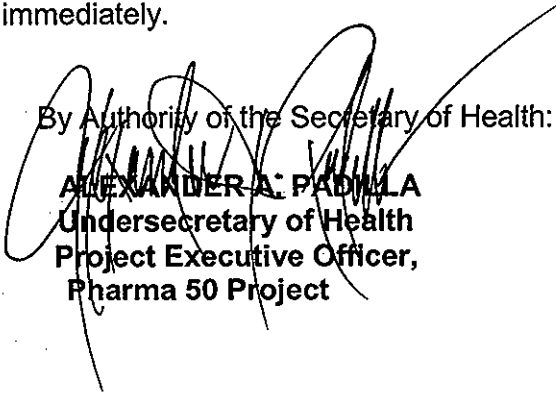
The performance of existing BnBs directly under the PDNs but are operating within the regulatory and administrative boundary of the CHD, must likewise be monitored using the same report forms, except that the name of the BnB and their sponsoring PDNs must be reflected in Annex A.

Drugs determined and procured by the PDNs must also be monitored by the CHDs in terms of their quality and price. The selling price of the drugs procured by PDN in behalf of the BnBs under it must be competitively determined and should be lower than the cheapest branded medicine of generic equivalence. The CHDs shall reflect the name of the source suppliers of the PDNs in Annex B together with name of the PDN.

For synchronicity, the PDN shall be required to submit their reports to the concerned CHDs every 1<sup>st</sup> week of the month following the end of each quarter covered.

This Memorandum shall be effective immediately.

By Authority of the Secretary of Health:



**ALEXANDER A. PADILLA**  
Undersecretary of Health  
Project Executive Officer,  
Pharma 50 Project



