



Republic of the Philippines  
DEPARTMENT OF FINANCE  
**BUREAU OF LOCAL GOVERNMENT FINANCE**  
REGION IV-A (CALABARZON)  
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**REGIONAL MEMORANDUM CIRCULAR NO. 12-2021**

March 16, 2021

TO : **All Provincial/City and Municipal and Assistant Treasurers  
and All Others Concerned**

SUBJECT : **Supplementary Guidelines on the Accomplishment of the  
Statement of Financial Operations (SFO) Module in the LIFT  
System**

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For the information and guidance of all concerned, enclosed herewith is a Memorandum dated March 12, 2021 signed by the Executive Director, this Bureau, relative to the **Supplementary Guidelines on the Accomplishment of the Statement of Financial Operations Module in the LIFT System** including **Annex A – Flowchart and Detailed Procedures in Recording Data in the SFO Module and Annex B – Reference Screenshot.**

The Provincial Treasurers are hereby requested to immediately disseminate the said Memorandum to all the Treasurers of component cities and municipalities and all others concerned, within their respective jurisdiction.

If you have any other concern, please send an email to **Im.remo@blgf.gov.ph** and/or **rs.vergara@blgf.gov.ph**.

Thank you very much.

  
**GERIEBETH G. DELA TORRE**  
Regional Director

/lmr