



Republic of the Philippines
Department of Finance
BUREAU OF LOCAL GOVERNMENT FINANCE

Region IV-A (CALABARZON)
3rd Flr. Marcelita Bldg., National Highway
Brgy. Real, Calamba City

REGIONAL MEMORANDUM CIRCULAR NO. 08-11
April 18, 2011

TO : All Provincial/City/Municipal Treasurers and
All Others Concerned
This Region

SUBJECT : Remittance of the Twenty Percent (20%) Share of the Department of
Public Works and Highways (DPWH) from the Building Permit
Fees Collected by Local Governments Pursuant to P.D. No. 1096 or
the National Building Code of the Philippines.

For the information, guidance and compliance of all concerned, attached is a copy of BLGF Memorandum Circular No. 18-2010 dated December 3, 2010 and its enclosures relative to Department of Finance (DOF) Order No. 51-2010, dated August 3, 2010, enjoining all local treasurers to faithfully observe and strictly comply with the remittance of the twenty percent (20%) share of the DPWH from the building permit fees collections pursuant to the provisions of item 2, Section 210 of the Revised II of P.D. 1096 or the National Building Code of the Philippines.

In this connection, the Provincial Treasurers, this Region, are hereby instructed to disseminate copies of the abovementioned issuance to the Municipal Treasurers within their respective jurisdictions.

Be guided accordingly.

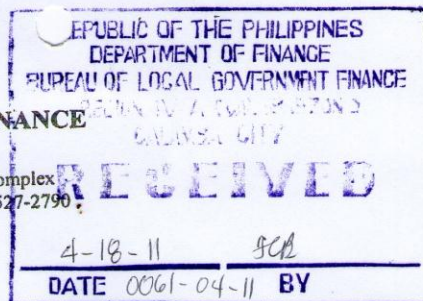

EDUARDO L. DEL ROSARIO
Regional Director

R.O. Region IV-A



REPUBLIC OF THE PHILIPPINES
BUREAU OF LOCAL GOVERNMENT FINANCE

DEPARTMENT OF FINANCE
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BLGF MEMORANDUM CIRCULAR NO. 18-2010
December 3, 2010


TO : All Regional Directors of this Bureau; Local Treasurers of Metropolitan Manila; Provincial, City, and Municipal Treasurers; and All Others Concerned

SUBJECT : Remittance of the Twenty Percent (20%) Share of the Department of Public Works and Highways (DPWH) from the Building Permit Fees Collected by Local Governments Pursuant to P.D. No. 1096 or the National Building Code of the Philippines.

Department of Finance (DOF) Order No. 51-2010, dated August 3, 2010 enjoins all Local Treasurers to faithfully observe and strictly comply with the remittance of the twenty percent (20%) share of the DPWH from the building permit fees collections pursuant to the provisions of item 2, Section 210 of the Revised Implementing Rules and Regulations of P.D. 1096, providing for the "*Use of Income from Fees*" which includes the "*Disposition of Collections*" by Local Treasurers.

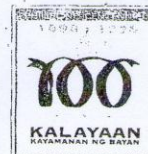
Accordingly, the Regional Directors of this Bureau are hereby instructed to disseminate copies of said Department Order together with this Circular to all Provincial, City and Municipal Treasurers within their respective jurisdiction, and in turn provide copies for the respective local chief executives, for immediate implementation.

For strict compliance.


MA. PRESENTACION R. MONTESA, CESO III
Executive Director



Republic of the Philippines
DEPARTMENT OF FINANCE
Roxas Boulevard Corner Vito Cruz Street
Manila 1004



DEPARTMENT ORDER NO. 51-2010

August 3, 2010

TO : The Regional Directors of the Bureau of Local Government Finance; Local Government Treasurers; and All Others Concerned.

SUBJECT : Remittance of the Twenty Percent (20%) Share of the Department of Public Works and Highways from the Building Permit Fees Collected by Local Governments Pursuant to P.D. No. 1096 or the National Building Code of the Philippines.

To ensure the regular and timely remittance of the 20% share of the Department of Public Works and Highways (DPWH) from the Building Permit Fees collected by Local Governments pursuant to Presidential Decree No. 1096, otherwise known as the National Building Code of the Philippines, all Local Treasurers are hereby enjoined to faithfully observe and strictly comply with the provisions of item 2, Section 210 of the Revised Implementing Rules and Regulations of the said law, as follows:

"SECTION 210. Use of Income from Fees.

x x x .

2. Disposition of Collections

- a. The collection shall be made by the Local Treasurer, and the Official Receipt shall show the breakdown of the local collections indicating the share of the local government concerned - 80% and the share of the national government - 20%.*
- b. Subject to the existing budgetary, accounting and auditing rules and regulations, the Local Treasurer shall remit to the Bureau of the Treasury, the 20% of his collection. The remaining 80% shall be deposited with the Authorized Government Depository Bank (AGDB) for the account of the Local Government and shall accrue to the general funds of the City or Municipality concerned.*
- c. Pursuant to Sec. 21, Volume 1 of the New Government Accounting System (NGAS) Manual as provided under COA Circular No. 2001-004, dated October 30, 2001, the Local Treasurer thru his collecting officer or cashier shall deposit the 80% share of collections to the AGDB for the account of the*

Local Government concerned. He shall remit the 20% of the collections to the Bureau of the Treasury thru any AGDB branch nearest the locality to the credit of the Department of Public Works and Highways (DPWH), Office of the Secretary with Code No. B5702 and Special Account No. 151.

- d. Distribution of validated remittance advices and deposit slips of the 20% collections thru any Authorized Government Depository Bank shall be in accordance with COA Circular 2001-004, to wit:

- | | |
|----------------------|---|
| Original | - to be retained by the bank branch. |
| Duplicate | - to be submitted by the Local Treasurer to the OBO. |
| Triplicate | - to be retained by the bank branch for submission to the Provincial Treasury Fiscal Examiner assigned to the province where the bank is located. |
| Quadruplicate | - to be returned to the Local Treasurer for submission to the DPWH-Central Office (CO) Chief Accountant with his monthly report of collections. |
| Quintuplicate | - to be returned to the Local Treasurer for submission to the Field/Local Auditor. |

- e. The Local Treasurers and the Treasury Vault/Bank Auditor shall have the following responsibilities:

- i. **Local Treasurer.** Since the distribution of copies of the validated remittance advices and deposit slips for the Agency/Field Auditor of the Local Treasurers shall be undertaken by the National/Treasury/Bank Branch thru its Treasury Vault Auditor/Bank Auditor, all Local Treasurers shall indicate on the face of the remittance advice, the name and office address of their respective Agency/Field Auditors to facilitate matters.
- ii. **Treasury Vault/Bank Auditor.** Upon receipt of the validated remittance advices, the Treasury Vault Auditor/Bank Auditor shall confirm and transmit said remittance advices every end of the week to the corresponding agency/field auditor of the Local Treasurer concerned. In cases where there is no bank auditor assigned in a particular locality,

confirmation shall be undertaken by the officer designated by the Head of the Bank branch.

f. Reporting of Collections and Deposits

"At the close of each business day, the collecting officers (Local Treasurers) shall accomplish the Report of Collections and Deposits (RCD) in accordance with the NGAS Manual. The reports shall be prepared by the Local Treasurer in five copies, distributed as follows after verification by the field auditor.

Original

- *to the DPWH-CO Auditor (thru the DPWH-CO Accountant for recording).*

Duplicate (with duplicate Official Receipts and Validated quintuplicate Remittance advices)

- *to the Field/Local Auditor for final custody.*

Triplicate (with validated Quadruplicate remittance advices)

- *to the DPWH-CO Accountant (for posting to the corresponding subsidiary ledgers).*

Quadruplicate

- *to be retained by the Local Treasurer.*

Quintuplicate

- *local office accounting file.*

The Local Treasurer shall certify all the copies of the report and submit the first three (3) copies to his Field Auditor within three (3) days after the end of the month for audit. The Field Auditor shall verify the report, cross check the remittances indicated therein against the quintuplicate copies of remittance advices he receives/received from the Bank Auditor and indicate his certification thereon and finally submit the original and triplicate copies thereof to the DPWH-CO Auditor thru the DPWH-CO Chief Accountant within five (5) days from date of receipt from the Local Treasurer.

g. Crediting of Accounts of Local Treasurer

In the monthly report of collections, specifically at the back thereof, is a statement of account current showing the accountability of the Local

Treasurer. The DPWH-CO Chief Accountant shall cross-check the validated quadruplicate remittance advices attached to the duplicate copy of the monthly report of collections against the remittances made by the Local Treasurer with the National Treasury or any of its authorized depository banks as appearing in the statement of account current. After the cross-checking, and in the absence of any discrepancy, the DPWH-CO Chief Accountant shall credit the account of the Local Treasurer even without the monthly abstract remittances from the National Treasury."

Further to the implementation of the aforequoted provisions of item 2, Section 210, all Local Treasurers are likewise hereby invited to take note of the provisions of paragraph "h", same item 2, Section 210, as follows:

"h. Safeguards

i. x x x .

ii. In case of retirement or resignation by Local Treasurers, their clearances shall be held in abeyance until their remittances have been fully cleared by the National Treasury."

The Regional Directors of the Bureau of Local Government Finance are hereby instructed to immediately disseminate this Circular to all Provincial, City and Municipal Treasurers within their respective jurisdiction.

For faithful observance and strict compliance.


CESAR V. PURISIMA

Secretary

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