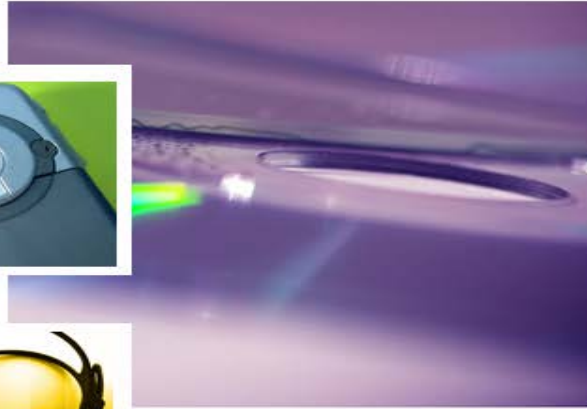


CLUSTER TRAINING FOR THE PROVINCIAL ROLL-OUT OF LGU INTEGRATED FINANCIAL TOOLS (LIFT)

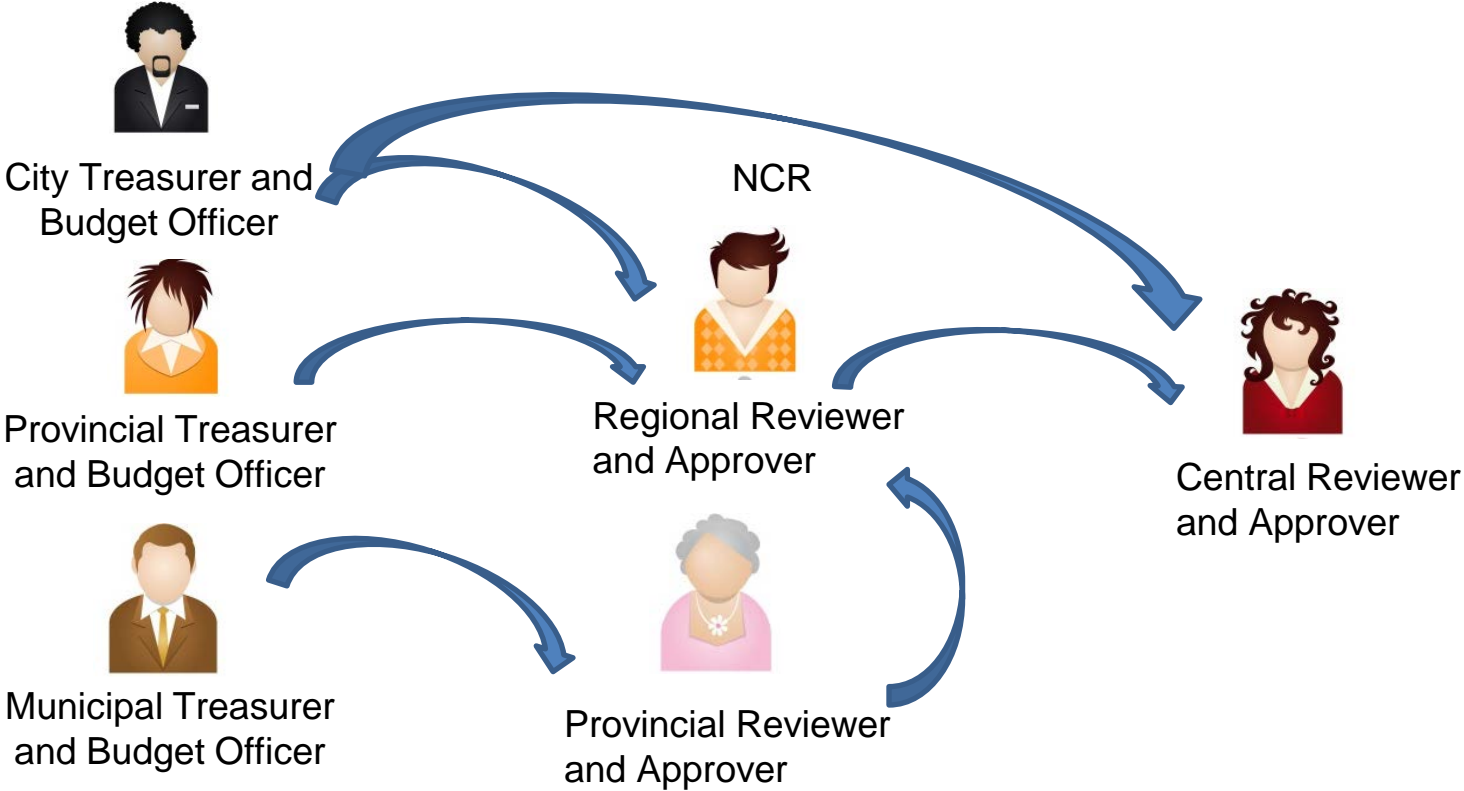
Bayview Park Hotel
Manila





SRE Submission and Approval

SRE Submission Process



PCM Submission

Transactions / Fiscal Reporting / PCM Submission

Search by Year

Q Search

Fetch More

Submit Report

Period	Package Type	Status	Entered By	Time Entered	Updated By	Time Updated
2015-1	Treasurer	FOR_APPROVAL	Thelma	03/01/2016 05:55 PM		
2015-1	Budget Officer	FOR_APPROVAL	testbo	03/02/2016 02:38 PM		
2016-1	Treasurer	APPROVED	Thelma	03/03/2016 04:30 PM		
2016-1	Budget Officer	APPROVED	lblaput	03/03/2016 07:40 PM		
2014-1	Treasurer	FOR_APPROVAL	felicitas	03/23/2016 04:03 PM		

1-5 of 40

P/C/M Treasurer/Budget Officer/Assessor

PCM Submission

Upload file

LGU * Select LGU

Year * 2016

Quarter * First quarter

Package Type * Treasurer Package

Select a file * Choose File No file chosen

Transactions

Fiscal Reporting

PCM Submission

1. Click Transactions > Fiscal Reporting > PCM Submission.
2. Click Submit Report.
3. Select Year.
4. Select Quarter.
5. Select Package Type.
6. Click Choose File.
7. Select File to upload.
8. Click Open.
9. Click Upload.

PCM Approval

Transactions / Fiscal Reporting / PCM Approval

Report format: HTML | Search by LGU Name: | Search | Fetch More

Year: | Quarter:

Status: | Report Type:

Period	LGU	Report Type	Reports	Status
2015-1	ALAMINOS CITY : REGION I, PANGASINAN	SRE	<input type="text"/>	APPROVED_CENTRAL

P/R/Ce Reviewer/Approver

Transactions

Fiscal Reporting

PCM Approval

1. Click Transactions > Fiscal Reporting > PCM Approval.
2. Check LGU to be rejected.
3. Click Reject (Red Thumb icon).
4. Click Yes.

PCM Approval

Transactions / Fiscal Reporting / PCM Approval

Report format: HTML Search by LGU Name: Search Fetch M

Year: Select Year Quarter: Select Quarter

Status: Select Status Report Type: Select Report Type

Period	LGU	Report Type	Reports	Status
2015-1	ALAMINOS CITY : REGION I, PANGASINAN	SRE		APPROVED_CENTRAL

PCM Approval

Approve Reject

Comments during report processing

LGU: MAGSAYSAY : Region X, LANA DEL NORTE

Status: For Provincial review.

Submitted By	Time Submitted	Last Submitted By	Last Time Updated	Status
magsaysayldn	05/23/2016 01:02 PM	magsaysayldn	05/31/2016 11:26 AM	For Approval
bo_magsaysayldn	05/23/2016 01:31 PM	bo_magsaysayldn	05/31/2016 11:26 AM	For Approval

View Reports

Report Format: HTML

SRE TF SFO SOERECAP
 SOE SOETF SRE Fund Balance
 SRS SRSTF QRPT Reconciliation

P/R/Ce Reviewer/Approver

Transactions

Fiscal Reporting

PCM Approval

1. Click Transactions > Fiscal Reporting > PCM Approval. .
2. Check LGU to be approved.
3. Click Approve (Green Thumb icon).

Reminders

- A reviewer or approver will not be able to approve an SRE if one of the component package file has not yet been submitted. Status is Pending.
- Unless a reviewer or approver has rejected a report, the LGU is not allowed to resubmit.
- Possible report status: Pending,