

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

Bayview Park Hotel  
Manila





## Generating Reports (SRE Central System)

Generate

Report Type \* SRE x ▾

Report Name \* Select Report Name ▾

Year \* Select Year ▾

Quarter \* Select Quarter ▾

Region \* Select Region ▾

Province \* Select Province ▾

City/Municipality \* Select City/Municipality ▾

Report Format \* Select Report Format ▾

## PCM Submission

Reports / PCM Submission

Generate

Report Type \* SRE x ▾

Report Name \* Process History ▾

Year \* [Search] ▾

Quarter \* SRE Trust Fund

Region \* SRE Fund Balance

Province \* SRS

City/Municipality \* SRS Trust Fund

Report Format \* SOE

SOE Recap

SOE Trust Fund

QRPT

SFO

Process History

## Any Central User

Reports ▾

PCM Submission

1. Click Reports > PCM Submission.
2. Select Report Type.
3. Select Report Name. *Fields* will be displayed based on selected Report Name.
4. Select/Enter **fields** as necessary.
5. Select **Report Format**
6. Click **Generate**. *Report* will be displayed based on selected Report Format.

- Transactions
- Data Analytics
- Maintenance
- Reports
  - PCM Submission
  - Receipts and Expenditures
  - Receipts
  - Expenditures
  - BESF
  - Financial Indicator and Creditworthiness
  - Fiscal Forecast
  - Performance Standards
  - Fiscal Sustainability Scorecard
  - Survey Statistics

## Receipts and Expenditures

Reports / Receipts and Expenditures

Generate

Report Name: SRE Portrait

Year: 2014

Quarter: First quarter

Region: CAR

Provincial Coverage: All Provinces

Include Other Region:  Yes

Show Trust Fund:  No

Include Preliminaries:  No

Report Format: PDF

Print Report

BUREAU OF LOCAL GOVERNMENT FINANCE  
DEPARTMENT OF FINANCE  
<http://blgf.gov.ph/>

### STATEMENT OF RECEIPTS AND EXPENDITURES

Period Covered: Q1, 2014  
Region: CAR  
Coverage:  
Province:  
Lpa Name:

Particulars	Income/Fund Budget Appropriation	General Fund	SEF	Total
<b>SOURCE</b>	<b>1,845,322,276.96</b>	<b>955,576,696.66</b>	<b>128,284,894.63</b>	<b>681,854,761.24</b>
TAX REVENUE	867,498,122.98	299,771,880.42	128,235,843.83	428,006,847.43
Real Property Tax	863,605,682.94	122,721,876.98	128,235,843.83	256,959,404.15
Tax on Business	411,916,144.37	140,367,116.90	0.00	140,367,116.90
Other Taxes	62,436,335.67	36,682,896.54	0.00	36,682,896.54
<b>NON-TAX REVENUE</b>	<b>977,814,153.98</b>	<b>253,798,804.25</b>	<b>49,049.80</b>	<b>253,847,853.75</b>
Regulatory Fees (Fees and Licenses)	102,765,036.23	54,846,486.23	0.00	54,846,486.23
Non-Financial Charges (Service Income)	388,854,059.94	198,797,571.72	0.00	198,797,571.72
Receipts from Economic Enterprises (Business Income)	378,737,600.34	78,360,531.34	0.00	78,360,531.34
Other Receipts (Other General Income)	167,317,417.17	12,368,815.94	49,049.80	12,447,126.34
<b>EXTERNAL SOURCES</b>	<b>9,991,191,409.00</b>	<b>2,358,301,822.00</b>	<b>737,453.45</b>	<b>2,359,718,478.38</b>
Internal Revenue Allowance	9,002,337,276.96	2,302,368,784.96	0.00	2,302,368,784.96
Other Shares from National Tax Collections	419,738,274.00	42,881,437.65	0.00	42,881,437.65
Inter-Local Transfers	1,721,098.25	2,081,618.00	797,453.45	2,884,971.45
Emergency Assistance/Disaster Assistance	86,379,800.00	11,976,912.00	0.00	11,976,912.00
<b>TOTAL CURRENT OPERATING INCOME</b>	<b>11,426,513,685.94</b>	<b>2,912,461,089.34</b>	<b>129,081,344.00</b>	<b>3,041,573,237.62</b>
<b>ADD SUPPLEMENTAL BUDGET (UNAPPROPRIATED SURPLUS) FOR NON-CURRENT OPERATING EXPENSES</b>	<b>49,828,147.96</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL AVAILABLE FOR CURRENT OPERATING EXPENDITURES</b>	<b>11,476,341,833.90</b>	<b>2,912,461,089.34</b>	<b>129,081,344.00</b>	<b>3,041,573,237.62</b>

## Any Central User

Reports

Receipts and Expenditures

1. Click Reports > Receipts & Expenditures.
2. Select Report Name (SRE Portrait). Fields will be displayed based on selected Report Name.
3. Select/Enter fields as necessary.
4. Select Report Format
5. Click Generate. Report will be displayed based on selected Report Format.

	LOCAL SOURCES	TAX REVENUE	Real Property Tax	Tax on Business	Other Taxes	NON-TAX REVENUE	R (F Li)
ABRA	10,964,948.79	3,960,768.79	2,931,355.79	900,498.00	128,915.00	7,004,180.00	
APAYAO	6,141,106.06	2,220,718.49	1,025,032.98	1,152,676.90	43,008.61	3,920,387.67	
BENGUET	71,105,096.15	34,981,585.53	31,871,092.39	1,550,127.71	1,560,365.43	36,123,510.62	
IFUGAO	37,097,178.52	21,508,141.42	20,828,799.45	503,642.08	175,699.89	15,589,037.10	
KALINGA	24,380,713.40	1,794,730.18	1,117,978.28	452,580.13	224,171.77	22,595,983.22	
MOUNTAIN PROVINCE	17,119,350.59	2,940,557.27	1,643,161.35	1,233,253.55	64,142.37	14,178,793.32	
<b>TOTAL</b>	<b>166,808,393.51</b>	<b>67,406,501.68</b>	<b>59,417,420.24</b>	<b>5,792,778.37</b>	<b>2,196,303.07</b>	<b>99,401,891.83</b>	

## Any Central User

Reports

Receipts and Expenditures

1. Click Reports > Receipts & Expenditures.
2. Select Report Name (SRE Landscape). *Fields* will be displayed based on selected Report Name.
3. Select/Enter fields as necessary.
4. Select Report Format
5. Click **Generate**. *Report* will be displayed based on selected Report Format.

The screenshot shows the 'Receipts' report configuration interface on the left and the generated Excel report on the right.

**Report Configuration:**

- Report Name: SRS Landscape Format
- Year: 2014
- Quarter: First quarter
- Regional Coverage: CAR
- Province: All Provinces
- LGU: Select LGU
- Group By: Municipality
- Include Other Region: No
- Report Format: Excel

**Report Filter:**

- CHECK ALL
- \*Real Property Tax
- \*\*Real Property Tax -Basic
- Current Year
- Fines and Penalties-Current Year
- Prior Year/s
- Fines and Penalties-Prior Year/s
- \*\*Special Levy on Idle Lands
- Current Year
- Fines and Penalties-Current Year
- Prior Year/s

**Excel Report Data:**

	Current Year	Fines and Penalties-Current Year	Prior Year/s	Fines and Penalties-Prior Year/s	Current Year	Fines and Penalties-Prior Year/s
ABRA	755,532.06	10,230.13	263,935.46	105,702.13	0.00	
APAYAO	158,987.14	0.00	329,714.37	0.00	0.00	
BENGUET	12,000,879.79	3,772.95	807,899.24	310,845.89	0.00	
FUGAO	8,579,113.20	0.00	0.00	0.00	0.00	
KALINGA	207,564.90	265.57	184.00			
MOUNTAIN PROVINCE	482,806.45	1.05	140.00			
<b>TOTAL</b>	<b>22,184,804.14</b>	<b>14,269.70</b>	<b>1,726,500.00</b>	<b>1,726,500.00</b>		

**SRS Landscape Format**

- QRBT
- SRS Landscape Format
- QRPT Landscape Format

# Any Central User

Reports

Receipts

1. Click Reports > Receipts.
2. Select Report Name. *Fields* will be displayed based on selected Report Name.
3. Select/Enter fields as necessary.
4. Select Report Format
5. Click Generate Report. *Report* will be displayed based on selected Report Format.

## Expenditures

Reports / Expenditures

Generate Report

Report Name

Year

Quarter

From Year

To Year

Regional Coverage

Provincial Coverage

LGU Coverage

Group By

Include Preliminaries

Include Latest Submitted Report

Use Accrued Amount

Report Format

### Report Filter

- CHECK ALL  CHECK ALL  CHECK ALL
- LOCAL SOURCES
- TAX REVENUE
  - Real Property Tax
  - Tax on Business
  - Other Taxes
- NON-TAX REVENUE
  - Regulatory Fees (Permit and Licenses)
  - Service/User Charges (Service Income)
  - Income from Economic Enterprises (Business Income)
  - Other Receipts (Other General Income)
- EXTERNAL SOURCES
  - Internal Revenue Allotment
  - Other Shares from National Tax Collections
  - Inter-Local Transfer
  - Extraordinary Receipts/Grants/Donations/Aids
- TOTAL CURRENT OPERATING INCOME
- ADD: SUPPLEMENTAL BUDGET (UNAPPROPRIATED SURPLUS) FOR CURRENT OPERATING EXPENDITURES
- TOTAL AVAIL ABLE FOR CURRENT OPERATING EXPENDITURES

Select Report Name

Statement of Indebtedness

SOE Landscape

LGUs Without Loan Balances

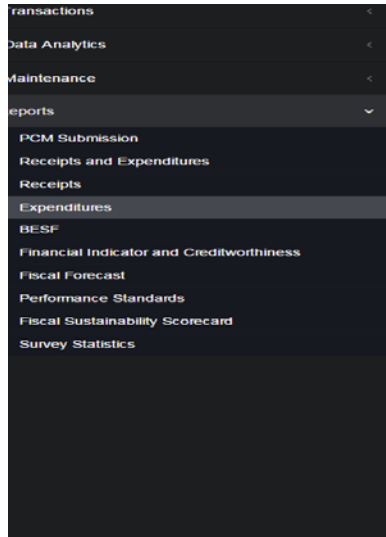
## Any Central User

Reports

Expenditures

1. Click Reports > Expenditures.
2. Select Report Name. *Fields* will be displayed based on selected Report Name.
3. Select/Enter fields as necessary.
4. Select Report Format
5. Check Report Filter as necessary.
6. Click Generate Report.





Report Name: SOE Landscape

Year: 2015

Quarter: First quarter

Regional Coverage: CAR

Provincial Coverage: ABRA

LGU Coverage: All Municipalities

Group By: Municipality

Include Other Region: No

Include Preliminaries: No

Use Accrued Amount: No

Report Format: CSV

**Report Filter**

- CHECK ALL
- GENERAL FUND
- GENERAL PUBLIC SERVICES
  - Office of the Governor/Mayor
  - Office of the Warden/Maintenance of the Prisoner
  - Civil Security
  - Barangay Secretariat/Barangay Office
  - Business Permit and Licensing Office
  - Office of the Vice Governor/Vice Mayor
  - Sangguniang Panlalawigan/Panlungod/Pambayan
  - Support Services(Secretary to the Sanggunian)
  - Office of the Provincial/City/Municipal Administrator
  - Personnel Officer/Human Resource Management Office
  - Office of the Planning and Development Coordinator
  - Office of the Civil Registrar
  - General Services Office
  - Office of the Provincial/City/Municipal Budget Officer

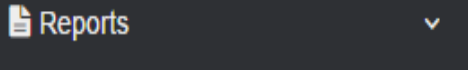
SOE (I) - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

C11 10S32241.27

	A	B	C	D	E	F	G
4	Region:	CAR					
5	Coverage:	All Municipalities					
6	Province:	ABRA					
7	Lgu Name:						
8		PS	MOOE	FE	CO	Total	Offic PS
10	BANGUED	62,102,573.91	312,951,468.78		0	4,046,430.60	379,100,473.29
11	BOLINEY	10,532,241.27	14,227,245.00		0	0	24,759,486.27
12	BUCAY	24,433,716.96	54,635,903.19		0	0	79,069,620.15
13	BUCLOC	7,440,171.84	4,748,112.00		0	0	12,188,283.84
14	DAGUIOMAN	27,149,644.26	65,924,623.98		0	0	93,074,268.24
15	DANGLAS	19,638,286.38	60,630,110.28		0	0	80,268,396.66
16	DOLORES	13,943,605.41	37,454,867.37		0	12,292,300.80	63,690,773.58
17	LA PAZ	16,807,754.34	53,844,051.24		0	0	70,651,805.58
18	LACUB	27,433,120.23	97,977,269.52		0	81,000.00	125,491,389.75
19	LAGANGILANG	14,402,016.00	45,961,129.89		0	1,340,010.00	61,703,155.89
20	LAGAYAN	2,212,935.39	25,673,161.14		0	0	27,886,096.53
21	LANGIDEN	22,947,188.49	16,470,000.00		0	0	39,417,188.49
22	LICUAN-BAAY (LICUA	15,181,369.38	62,462,730.15		0	5,481,993.33	83,126,092.86
23	LUBA	10,768,667.58	6,696,108.00		0	68,715.00	17,533,490.58
24	MALIBCONG	28,526,606.73	78,755,876.91		0	0	107,282,483.64
25	MANABO	42,582,258.90	40,995,686.52		0	0	83,577,945.42
26	PENARRUBIA	11,582,552.88	32,778,545.94		0	0	44,361,098.82
27	PIDIGAN	7,683,565.23	25,963,268.85		0	550,800.00	34,197,634.08
28	PILAR	24,329,406.51	60,758,782.56		0	9,450,000.00	94,538,189.07
29	SALLAPADAN	18,683,152.74	22,319,280.83		0	11,367,000.00	52,369,413.57
30	SAN ISIDRO	11,588,263.65	8,833,750.00		0	0	20,424,013.65
31	SAN JUAN	14,441,468.94	45,818,838.00		0	0	60,260,306.94
32	SAN QUINTIN	21,363,901.74	38,733,467.76		0	0	60,097,369.50
33	TAYUM	10,022,946.21	25,602,007.50		0	1,350,000.00	36,974,953.71
34	TINEG	20,377,151.64	21,006,000.00		0	0	41,383,151.64

# Any Central User



1. Click Reports > Expenditures.
2. Select Report Name. *Fields* will be displayed based on selected Report Name.
3. Select/Enter fields as necessary.
4. Select Report Format
5. Check Report Filter as necessary.
6. Click Generate Report.



**END.**