



DEPARTMENT OF FINANCE
Bureau of Local Government Finance

Electronic Statement of Receipts and Expenditures (eSRE)

Primer



MESSAGE

The Department of Finance-Bureau of Local Government Finance (DOF-BLGF) recognizes the need for useful and accurate financial information through the Statement of Receipts and Expenditures (SRE). With this, the BLGF alongside the Asian Development Bank (ADB) and the World Bank (WB) left no stone unturned in developing the financial data bank of the Bureau. Through this partnership, the Electronic Statement of Receipts and Expenditures (eSRE) was conceptualized.

The eSRE, a brainchild of this Bureau clearly coincides with ADB's Good Governance indicators of accountability, predictability, participation. More than easing the reporting process, the eSRE encourages LGUs to submit consistent, accurate and timely financial data which is reflective of their respective situations. Thus, the eSRE expedites the checks and balances functions of this Bureau and other national agencies which signify greater accountability and pro-active participation within the government sector.

Needless to say, this Bureau and the WB are both mindful that transparency is at the heart of the eSRE system. For its part, the Philippine government has long been an advocate of more transparent and accountable local government units (LGUs) as envisioned in the Local Government Code. Hence the eSRE system can respond to the need of the LGUs to post and publish their respective monthly collections and disbursements as required under Sec. 513 of the LGC.

All in all, the Bureau has co-developed the eSRE system with the ADB and the WB not merely for the reason of going "e" but more significantly for the LGUs to be at the forefront of good governance in the country.

This primer will therefore serve as a material which introduces the basic functionalities and benefits of the eSRE system.

MA. PRESENTACION R. MONTESA, CESO III
Executive Director

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Republic of the Philippines
DEPARTMENT OF FINANCE
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DEPARTMENT ORDER No. 8-2011

Subject: Adoption of the Statement of Receipts and Expenditures as the Official Reporting System on Local Government Fiscal and Financial Operations and Providing the Rules and Regulations Therefore

To: All Regional Directors of the Bureau of Local Government Finance; Bureau Officials and Personnel; Provincial, City and Municipal Treasurers; and Others Concerned

WHEREAS, Sec. 4 of Executive Order No. 127, series of 1987, as amended by Title II, Sec. 2 of Executive Order No. 292, series of 1987, otherwise known as the "Administrative Code of 1987", provides that the Department of Finance (DOF) shall be *responsible for supervision of the revenue operations of all local government units, with the objective of making these entities less dependent on funding from the national government;*

WHEREAS, Sec. 43 of Executive Order No. 127, series of 1987, as amended by Title II, Sec. 33 of Executive Order No. 292, series of 1987, mandates that the Bureau of Local Government Finance (BLGF) shall *assist in the formulation and implementation of policies on local government revenue administration and fund management, develop and promote plans and programs for the improvement of resource management systems, and exercise administrative and technical supervision and coordination over treasury and assessment operations of local governments;*

WHEREAS, Section 470 (d) of Republic Act No. 7160, otherwise known as the Local Government Code (LGC), provides that treasurers of provincial, city and municipal governments units (LGUs) shall *exercise proper management of the funds of the local government unit concerned and maintain and update the tax information system of the local government unit;*

WHEREAS, the BLGF instituted the Statement of Income and Expenditures (SIE), through Memorandum Circular Nos. 01-2001, 40-2001, and 13-2002, as amended by Memorandum Circular Nos. 01-2003 and 04-2003, for the purpose of establishing and maintaining a comprehensive system of reliable, understandable, timely and accurate financial reporting and tracking system on the fiscal and financial performance of LGUs;

WHEREAS, paramount considerations of transparency, efficiency, and accountability require the harmonization of existing guides and policies on local planning, investment programming, revenue administration, budgeting and expenditure management at the local levels, pursuant to Joint Memorandum Circular No. 1 Series of 2007 of the DOF with the National Economic and Development Authority (NEDA), the Department of the Interior and Local Government (DILG), and the Department of Budget and Management (DBM);

WHEREAS, the DOF and the DBM, under Joint Circular No. 2 Series of 2008, adopted the synchronization process in the preparation of the SRE; to harmonize the specific local sources of income of LGUs and the expenditure sector which is categorized into general, social and economic services as stated in Section 317 of the LGC;

WHEREAS, the BLGF issued Memorandum Circular Nos. 14-2008, 18-2008 and 19-2008 prescribing the Statement of Receipts and Expenditures (SRE) for collecting and monitoring financial information and performance of all LGUs, thereby upgrading the SIE system for the purpose of harmonizing the data with other government fiscal reports, such as the New Government Accounting System of the COA, and to synchronize the preparation of the SRE by concerned LGU officials;

WHEREAS, the BLGF issued Memorandum Circular No. 02-2010 instituting the Electronic Statement of Receipts and Expenditures (eSRE) and prescribing additional guidelines on the submission, review, verification, approval, consolidation and analysis of the SRE reports through the web-based reporting system;

NOW, THEREFORE, the ELECTRONIC STATEMENT OF RECEIPTS AND EXPENDITURES (eSRE) is hereby instituted as THE OFFICIAL REPORTING SYSTEM OF THE DOF ON LOCAL GOVERNMENT FISCAL AND FINANCIAL MATTERS, to be maintained by the BLGF to fully establish a reliable, accurate and timely reporting and monitoring system in the country. Toward this end, the following are hereby provided:

Section 1. The Statement of Receipts and Expenditures (SRE) Manual of 2008 and its accompanying Annexes, including the rules and regulations set by DOF, and all circulars and issuances of the BLGF relating to the SRE and the eSRE, shall be the source and guide for all LGUs in the preparation and accomplishment of SRE reports. The guidelines, procedures and instructions therein prescribed shall be followed.

Section 2. The SRE reports containing the itemized monthly collections and disbursements of the LGU concerned may be posted and published in compliance with Section 513 of the LGC.

Section 3. The eSRE cash basis reports shall be submitted by all LGUs on or before the following dates:

i. *For the first three quarterly reports:* On or before the 20th of the month following the end of the quarter.

ii. *For the year-end report:* On or before February 28 of the subsequent calendar year.

Section 4. In order to determine the accuracy and reliability of the eSRE reports, the eSRE validation shall form an integral part of the Revenue and Assessment Audits of LGUs conducted by the BLGF Central and Regional Offices.

Section 5. All local government treasurers and assessors shall perform the appurtenant duties and functions relative to the implementation of this Order and other issuances, which shall form part of their official duties and functions.

Section 6. The BLGF shall organize, register, and monitor all designations and/or appointments of treasurers and assistant treasurers for purposes of ensuring and monitoring the accountability of LGUs, both at the BLGF Central and Regional Offices.

Section 7. Full compliance with the SRE reporting requirements shall be compulsory. It shall be a requisite for renewing or extending the designation of all local treasurers performing as officer-in-charge or in-charge-of-office.

Section 8. Failure of concerned local government personnel assigned to submit eSRE Reports on time and/or submission of incorrect reports shall constitute sufficient grounds for administrative disciplinary action.

Section 9. The BLGF shall issue all the necessary advisories, updates, instructions, and updated forms from time to time to ensure the full implementation of the eSRE system and compliance of all concerned with this Order.

Section 10. All issuances, circulars rules and regulations issued that are inconsistent herewith are hereby repealed, amended, or modified accordingly.

This Order shall take effect immediately.

Done in the City of Manila, this 11th day of February 2011.


CESAR V. PURISIMA
Secretary

The Bureau of Local Government Finance

Vision/Mission

Bureau of Local Government Finance of the Department of Finance is the focal agency and an authority in local finance that aims to be at the forefront of local economic growth leading the way towards national development.

Strategic Thrusts

Funding - BLGF as a government institution takes pride in being a model on its budgetary processes and the allocation of its resources.

Human Resource - BLGF takes pride in its exemplary public service which is a by-product of its competent and dedicated staff.

Clientele - BLGF distinguishes itself as being a client-centered government institution through coinciding its priorities and services with the needs of its clients.

Processes - BLGF has been effectively and efficiently utilizing its set of procedures by highlighting measures which are coherent with the end goal of growth and development of all local governments in the country.

Electronic Statement of Receipts and Expenditures (eSRE):

BLGF's Commitment to Respond to the Challenges of the Times

The Bureau of Local Government Finance (BLGF) with the mandate of assisting Local Government Units (LGUs) in formulating and implementing policies on local revenue administration, resource management systems and treasury and assessment operations launched the Electronic Statement of Receipts and Expenditures (eSRE) as its response to changing times. With technology and innovation being agents of change in our society, the BLGF realized that it has to use these to serve its clientele in a more efficient and effective manner. In response to this, the BLGF in partnership with the Asian Development Bank (ADB) developed the eSRE system which enables LGUs to be transparent as to their respective fiscal and financial status.

The eSRE is the basic financial report prescribed by the BLGF to monitor the LGU financial performance. The eSRE system enables its users to easily generate timely and accurate financial and fiscal data through the internet. Thus, accessibility and ease of use are the eSRE's main features. The system is vital as it ensures competent monitoring of the gains of decentralization. In addition reliable data generated through the eSRE system makes it easier for LGUs to decide on where to allocate their finite resources.

Recognizing the importance of accountability and transparency of LGUs in the country, BLGF has been taking initiatives to mainstream the Statement of Receipts and Expenditures (SRE) as the official reporting system on local treasury operations through a department order. The eSRE is the operational tool of the BLGF to mainstream the SRE, increasing transparency and accountability amongst the LGUs. All in all the eSRE is the most practical means for LGUs to prove that they are indeed responding to the ever changing times.

Mandate

Under Section 43 of Executive Order 127, as amended BLGF is mandated to:

- a. Assist in the formulation and implementation of policies on local government revenue administration and fund management;
- b. Exercise administrative and technical supervision and coordination over the treasury and assessment operations of local governments;
- c. Develop and promote plans and programs for the improvement of resource management systems, collection enforcement mechanisms and credit utilization schemes at the local levels;
- d. Exercise line supervision over its Regional Offices/field units within the Department Regional Administrative Coordination Office and the local and assessment services;
- e. Provide consultative services and technical assistance to the local governments and the general public on local taxation, real property assessment and other related matters;
- f. Perform such other appropriate functions as may be assigned by the Secretary or Undersecretary for Domestic Operations

LGU Financial Performance Monitoring

The Bureau of Local Government Finance is the oversight arm of the DOF in transforming LGUs into financially sustainable institutions. It seeks to enhance the financial viability of LGUs geared towards accelerating sound national development goals

Rationale

LGUs play a critical role in national development. With decentralization, LGUs were given more powers, authority, and responsibilities to manage themselves. Given such powers, close monitoring of their operational, fiscal, and financial performance is essential to ensure development and services to people are properly delivered.

Objective

To monitor and track the financial health of LGUs and to render sound and technical analysis as basis for the formulation of policies that meet the increasing demands of LGUs.

How?

Monitor fiscal and financial performance of the LGUs through the use of financial performance indicators to determine financial health of the LGUs.

Statement of Receipts and Expenditures. A mode of financial performance monitoring system established and maintained to sustain an accurate and timely LGU database that could be readily accessed by stakeholders.

The SRE reporting, now electronic-based (eSRE), supports the system and serves as a tool to gather baseline data for simulation of vital information on LGUs' fiscal performance.

Revenue Generation Program. The Revenue Generation Program is a continuous undertaking to improve LGUs' performance in generating locally sourced income, mainly from real property tax which is the LGUs' major and most stable income source, business taxes, fees and charges, and receipts from the operation of economic enterprises.


Statement of Receipts and Expenditures

The Statement of Receipts and Expenditures (SRE) was formerly known as SIE (Statement of Income and Expenditure). The word 'income' had been replaced by 'receipts' to broaden its coverage and include proceeds from loans, sales of assets, and etc. Likewise, expenditure is classified into operating and non-operating to distinguish outright expense from capital and investing outlay and loan payments.




BLGF Memorandum Circulars on SRE

BLGF Memorandum Circular No. 18-2008. Requires the accurate and timely submission by all local treasurers of the Statement of Receipts and Expenditures and its accompanying Annexes.


	<p>REPUBLIC OF THE PHILIPPINES BUREAU OF LOCAL GOVERNMENT FINANCE DEPARTMENT OF FINANCE 8th Floor EDPC Building, Bangko Sentral ng Pilipinas Complex Roxas Boulevard, Manila 1004 • Telefax Nos. 527-2780 / 527-2790</p>
<p>BLGF MEMORANDUM CIRCULAR NO. 18-2008</p>	
DATE :	December 8, 2008
TO :	All Bureau Officials and Personnel; Regional Directors for Local Government Finance; Provincial, City and Municipal Treasurers and Others Concerned.
SUBJECT :	Manual on the Statement of Receipts and Expenditures for Local Government Units

BLGF Memorandum Circular No. 19-2008. Requires the submission of the Statement of Receipts and Expenditures (SRE) Reports prescribed in the SRE Manual, of all provincial, city and municipal treasurers.

	REPUBLIC OF THE PHILIPPINES BUREAU OF LOCAL GOVERNMENT FINANCE DEPARTMENT OF FINANCE 8th Floor EDPG Building, Bangko Sentral ng Pilipinas Complex, Roxas Boulevard, Manila 1004 • Telefax Nos. 527-2780 / 527-2790	
	BLGF MEMORANDUM CIRCULAR NO. 19-2008	
	DATE :	December 10, 2008
	TO :	All Bureau Officials and Personnel; Regional Directors for Local Government Finance; Provincial, City and Municipal Treasurers and Others Concerned.
SUBJECT :		Submission of Statement of Receipts and Expenditures Reports

For the submission of the Statement of Receipts and Expenditures (SRE) Reports

BLGF Memorandum Circular No. 02-2010. Provides additional guidelines on the implementation of the Electronic Statement of Receipts and Expenditures (eSRE) Report Submission, specifically.

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	BLGF MEMORANDUM CIRCULAR NO. 02-2010	
	DATE :	January 29, 2010
	TO :	All Bureau Officials and Personnel; Regional Directors for Local Government Finance; Provincial, City and Municipal Treasurers and Others Concerned.
SUBJECT :		Additional Guidelines on the Implementation of the Electronic Statement of Receipts and Expenditures Report Submission

In relation to the full implementation of the eSRE system in CY 2010, all BLGF

Where were we before SRE?

Prior to 2001 Budget Operations Statement	2001 – 2008 Statement of Income and Expenditure	2009 – onwards Statement of Receipts and Expenditures
<p>The Budget Operations Statement (BOS) submitted by the LGUs consolidated by the Bureau served as the primary data on the financial condition of LGUs</p>	<p>As the need to closely monitor the fiscal performance of LGUs arose, the Bureau developed the Statement of Income and Expenditure (SIE) which supersedes the BOS.</p> <p>The SIE report includes additional accounts (i.e. other taxes, regulatory fees, service/user charges, toll fees, and inter-local transfers) that capture more information to be used in monitoring, policy making, and research.</p>	<p>SRE is the improved format of SIE, harmonized with the New Government Accounting System (NGAS) of COA, which fairly presents the operating performance of LGUs, in terms of operating income and expenditures, non-income receipts and non-operating expenditures and the Fund Balance.</p> <p>SRE also includes the financial performance indicators that serve as the basic gauge in assessing LGU fiscal and Financial status.</p>

Purposes of SRE

LGU Monitoring System

LGU financial performance can be evaluated through the data inputted to the system based from the reports submitted by the LGUs

Policy Development

SRE offers sound financial information to assist policymakers and legislators in drafting local and national legislations.

Forecasting and Planning

Consolidated data are useful in planning, forecasting, debt certification process, creditworthiness rating system, LGU income classification system, etc.

Statistics

The SRE provides key data and statistics like locally sourced income, external sources and expenditures and such other financial or fiscal statistics on LGU finance that can be used to draw economic and fiscal capacity models.

Uses of SRE for the LGUs

- The SRE serves as a basis of financial information/data that are significant in the decision-making process of LGUs.
- The SRE can be used as a tool in forecasting revenues and estimating expenditures during the budget preparation process.
- It can also be utilized to monitor the fiscal and economic state of a LGU.
- The SRE reports containing the itemized monthly collections and disbursements of the LGU concerned may be posted and published in compliance with Section 513 of the LGC.
- The SRE is used by Development Partners as a precaution before grants are given to LGUs.


Users of SRE

Stakeholders	Relevance of SRE
DOF	Revenue collections and borrowings, decision making
DILG	LGU performance evaluation
MDFO	Loan and grant applications
Senate and Congress	Financial reports in aid of legislation
NEDA/NTRC/DBM/BSP (IMF)	Statistics, forecasting and planning
Potential Donors (WB/ADB)	Grants/Aids/Donations/Loans
Financial Institutions	Credit applications
Researchers/Academe	Studies
LGUs	Financial Position of LGUs

The Electronic SRE

What does eSRE stand for?

The Electronic Statement of Receipts and Expenditures (eSRE) is the basic financial report prescribed by the BLGF to monitor the LGU financial performance. It captures the fiscal capacity, levels of borrowings and creditworthiness of the LGUs.



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eSRE

LGU Report System
ELECTRONIC STATEMENT OF RECEIPTS &
EXPENDITURES INFORMATION SYSTEM

HomeRPTGenColExpendituresAccounts PayableDebt Services

Home

Variables

Region* :
Province* :
City / Municipality :
LGU Type :
LGU Code :
LGU Name :
LGU Classification :
Disposition :
Province :
Municipality :
Barangay :
City :
Barangay :
Special Levy on Idle Lands :

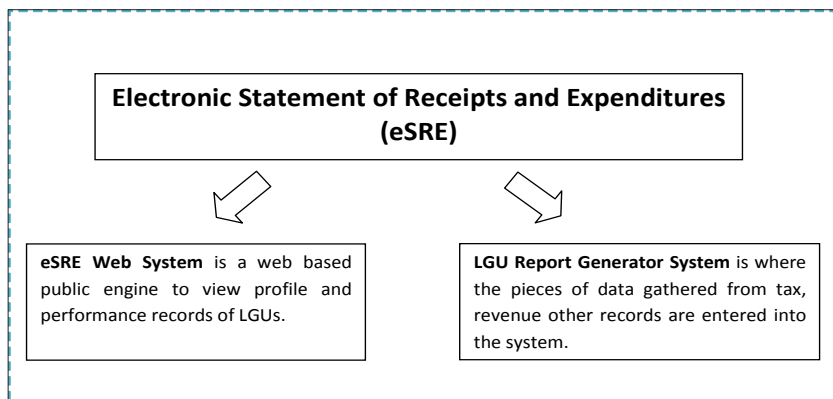
Tax On Business
Other Taxes
Regulatory Fees
Service / User Charges
Economic Enterprises
Other Receipts
IRA
Other Shares from Nat'l Tax Collection
Extraordinary Grants / Donations
Capital / Investment Receipts
Inter-Local Transfers
Financing Receipts
Special Education Fund
Income Target - General Fund
Income Target - Special Education Fund

91 Local Government
SEF

70.00 %
30.00 %

6

In 2009, the Bureau of Local Government Finance developed the Electronic Statement of Receipts and Expenditures (eSRE) which is composed of the web-based system and report system. It is a milestone innovation of the BLGF to have established an easy, timely, detailed, reliable and publicly available LGU financial data through web-based format.



The eSRE Web System was developed as an online operation with the following functions:

1. Provides user-friendly interface for entering data into the SRE database;
2. Generate derived values and calculate automatically from different entry forms;
3. Allows users ready access to search, view and compare historical (yearly or quarterly) SRE information;
4. Allows users to access and generate key information and statistics for reporting purposes;
5. Enables users to export information via automation to other applications such as MS Excel and Flat File/PDF;
6. Handles large transactions more efficiently;
7. Provides fully-documented income and expenditures coding system that is easy to modify; and
8. Provides real-time database read access on the BLGF client-server network

Easy Access

The eSRE web system is accessible to the users through the BLGF website link (www.blgf.gov.ph). However, only registered users can access the system while the consolidated reports can be generated by the BLGF for public reference.

here' and 'Back to [BLGF Website](#)'." data-bbox="204 232 799 564"/>

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eSRE Web System
ELECTRONIC STATEMENT OF RECEIPTS &
EXPENDITURES INFORMATION SYSTEM

User:

Password:

☐ Don't ask for my password for two weeks

Login Reset

Don't have your ID yet? Create your account [here](#)

Back to [BLGF Website](#)

Benefits of using eSRE

1. Monitors the compliance of LGUs in reporting requirements of the Department of Finance;
2. Provides easy facilitation for data consolidation;
3. Identifies the general financial behaviour of LGUs through Responsibility Centers;
4. Mitigates red-tape in the process of Posting of Sections of financial data;
5. LGU Report Generator eSRE system ensures better access of information to users; and
6. Efficient and effective tool for analysis of LGU financial health

Financial Performance Indicators:

Assessing the LGUs

The LGU Financial Performance Indicators derived from the SRE are essential in assessing the LGU's fiscal situation. The indicators provide good rating criteria in determining LGU's financial progress and position.

Revenue Potential	Revenue Level Revenue Growth
Revenue Stability and Reliability	<ul style="list-style-type: none"> • Locally Sourced Revenue • Revenue per Capita (RC) • Growth in Locally Sourced Revenue Per Capita • % Locally Sourced to Total LGU Revenue • % Regular Revenues to Total Revenue
Revenue Mobilization Efficiency	<ul style="list-style-type: none"> • Total Revenue Collection Cost to Total Revenues Collected (TRCC) • Real Property Tax Accomplishment Rate (RPTAR)
Expenditure Indicators	<ul style="list-style-type: none"> • Total Expenditures per Capita • Personnel Services Expenditure Rate (PSER) • Debt Service Expenditure Ratio (DSER) • Social Expenditure Ratio (SER) • Economic Expenditure Ratio (EER)
Debt and Capacity Indicators	<ul style="list-style-type: none"> • Debt Service Ratio (DSR) • Gross Operating Surplus to Debt Service Ratio (GOSDSR) • Debt to Net Asset Ratio (DAR) • Capital Investments to Total LGU Revenue Ratio (CITRR)
Financial Management Capacity Indicators	<ul style="list-style-type: none"> • Net Operating Surplus to Total LGU Revenue Ratio (NOSTRR) • Uncommitted Cash Balance to Total LGU Expenditure Ratio (UCBTER)

Importance of the Financial Indicators

Indicators can assess whether an LGU is financially weak, and can serve as an early warning system for remedial actions to be undertaken before things get worse. In line with this is the effectiveness of decision-making and an incentive to perform well in specific activities or functions.

Briefing on BLGF and COA's Financial Report

The development of SRE is the result of the harmonization of BLGF SIE and COA's financial report based on the National Government Accounting System (NGAS). It is therefore important to know the major differences in their approaches that led to a more comprehensive BLGF report, that is, the Statement of Receipts and Expenditures.

Major differences between BLGF SIE and COA Financial Report

Concern	BLGF's Approach	COA's Approach
Terms	SIE (Statement of Income and Expenditure)	SIE(Statement of Income of Expenses)
	Uses "expenditures" - may include all cash outlay during the period without any reference as to whether they are operating or capital in nature.	Uses "expenses" which normally include cash outlay related directly to only current operating costs during the period.
Methods/ Applications of Accounting Principles	Cash Basis Prepared Reports	Modified Accrual Basis Prepared Reports
Uniformity in the Classification of Accounts	Expenses by Function and by Sector	Expenses by allotment Class
	Loans/borrowings and other trust receipts classified as income	Loans and borrowings classified as liabilities
	Includes Capital Outlay and Payments of Loans as part of expenditures	Capital Outlay and Payments of Loans as part of expenditures were recorded under Plant, Property and Equipment and reduction to loans payable.
	Classifies Advance Collection as Income	Classifies Advance Collection as Liability

Treatment	Includes General Fund (GF) and Special Education Fund (SEF) only	Consolidates all funds including Trust Fund
	Utilizes the Prior Year's SIE of an LGU in the case of failure or incomplete submission	Disclosures are made in case of failure to submit the report
Timing	Delayed submission of reports and timing of reporting of the two agencies	

SRE and National Government Accounting System (NGAS)

The discrepancies in the figures reported by BLGF and COA triggered the harmonization of both reports.

A Technical Working Group (TWG) conducted consultative workshops to harmonize the reports prepared by the two agencies. The New Government Accounting System (NGAS) was adopted to generate financial reports that fairly represent the operating performance of the LGUs with the expediency in their preparation for timely presentation to various users and stakeholders of the government. The harmonization also resulted in the generation of financial monitoring indicators in the SIE report that facilitated speedy analysis both by preparers and users.

Areas of Harmonization:

- Changes in the Chart of Accounts
- Uniformity in the Classification of Accounts
- Accounting Methods to be used
- Format of Presentation
- Terminologies

Acknowledgment

The Bureau of Local Government Finance acknowledges the Local Revenue and Enforcement Division (REV) for the publication of this primer on SRE, the valuable inputs of BLGF employees in the development of this primer, and the Asian Development Bank and the World Bank for the funding and technical assistance that led to the development of the SRE system.

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