

eSRE Central System v2.1 User

eSRE Debt Management Module. This module describes the procedure for:

1. Creating, editing records for debt certification and generating a debt certificate;
2. Creating and editing data for debt monitoring and generating debt monitoring report; and
3. Creating and maintaining the barangay listing.

eSRE Debt Capacity Module. This module is used for entering the data required for debt certification and the generation of a Debt Certificate.

CREATING A DEBT CERTIFICATE

Use this procedure to create a debt certificate. Please take note that the prerequisite is for the User to have an “Action Officer” role who must login in the eSRE Central System.

Procedures:


1. Click *Debt Management*->*Debt Capacity* from the navigation panel.

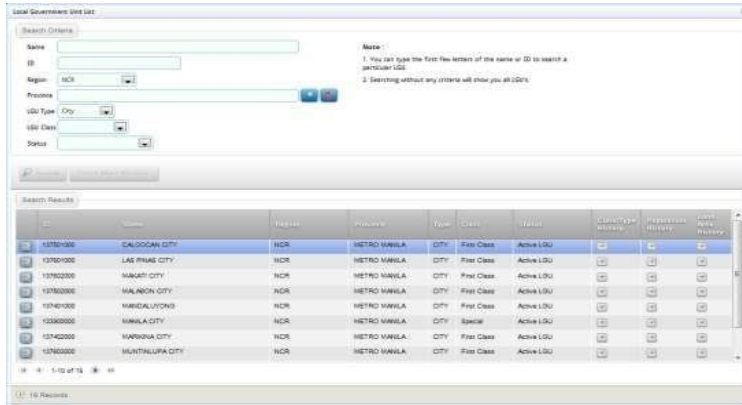


2. The *Debt Capacity* page is displayed as:

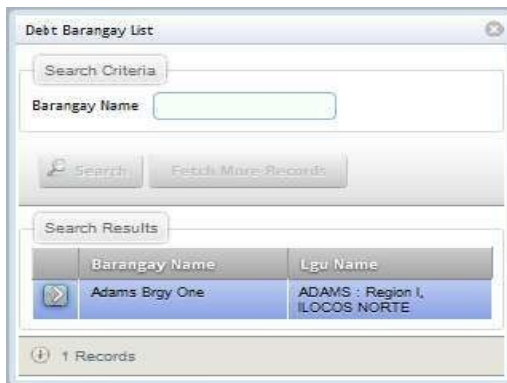
3. Tick on *New Entry*. <<New Entry>> note appears.
4. Enter Year.
5. Select Type:
 - a. LGU for Province, City, or Municipality
 - b. Barangay


Annex D
Guide to Preliminary Computation of NDSC and NBC Using the eSRE System

6. Click lookup button  beside LGU Name or Barangay field to select for the LGU
 - a. For LGU look up, the *Local Government Unit List* page is displayed:



- b. For Barangay look up, the *Debt Barangay List* page is displayed:




- c. Click  to select an LGU or a Barangay.
 - i. If selected Type is LGU, system automatically displays LGUs approved eSRE data for the last three years (*depending on the given year*).
 - ii. If selected Type is Barangay, user enters the three-year data.


	2009	Actual 2010	2011	Average Annual Income	LGU Budget CY 2012
1. Real Property Tax	131,709,455.01	141,722,816.42	138,905,224.38	137,445,831.94	0.00
2. Business Tax	174,633,685.00	189,603,756.50	200,078,155.18	188,105,198.89	0.00
3. Fees and Charges	44,895,029.00	49,110,755.27	51,881,494.72	48,629,093.00	0.00
4. Receipt from Eco. Ent.	60,559,589.00	60,955,910.50	77,086,934.12	66,200,811.21	0.00
Locally Source Income	411,797,758.01	441,393,238.69	467,951,808.40	440,380,935.04	0.00
5. IRA (based on DBM Estimate)	0.00	0.00	0.00	0.00	0.00
6. Other Share from National Tax Coll.	66,832,733.00	71,377,623.48	100,898,073.33	79,702,809.94	0.00
AVERAGE REGULAR INCOME (ARI)	478,630,491.01	512,770,862.17	568,849,881.73	520,083,744.98	0.00

7. Enter Purpose of Loan.

Guide to Preliminary Computation of NDSC and NBC Using the eSRE System

8. Enter Estimated Project Cost.
9. Under the *Lending Information* section, click the lookup button  beside the *Lending Institution* field:

Lending Information

Lending Institution	Development Bank of the 	No. of Month(s) Grace Period	12
Interest Rate	7.50 %	Annuity Factor	10.983
No. of Years to pay	25	Debt Service Cap(DSC)	20.00 %
Maximum Debt Service Ceiling (MDSC)= (ARI * DSC)			104,016,749.00
Annual Ammortization of Existing Loan (Principal + Interest)			1,000,000.00
Net Debt Service Ceiling(NDSC)			103,016,749.00
Estimated Borrowing Capacity (NDSC * Annuity)			1,131,432,954.27

- a. The *Lending Bank List* page is displayed:

Lending Bank List

Search Criteria


Lending Code

Lending Name

Search Results

	Name	Code
	Development Bank of the Philippines	DBP
	Land Bank of the Philippines	LBP
	LGU Gurantee Corporation	LGUGC
	Philippine National Bank	PNB
	Philippine Vetrans Bank	PVB

- b. Enter Search Criteria then click Search button. To view more records, click *Fetch More Records*.

- c. Click  to select a lending institution.

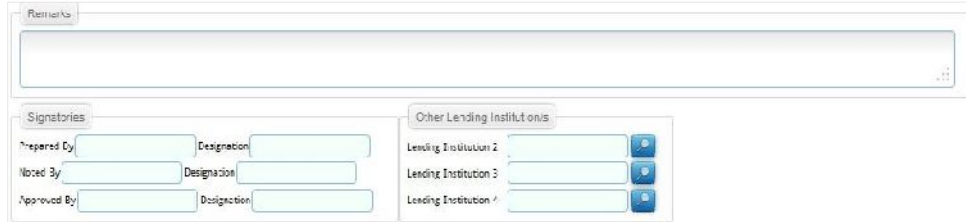
10. Enter Interest Rate.
11. Enter No. of Years to Pay.
12. Enter No. of Month(s) Grace Period. System computes for the *Annuity Factor*.

Guide to Preliminary Computation of NDSC and NBC Using the eSRE System

13. Enter *Annual Amortization of Existing Loan (Principal + Interest)*.

14. Click . System computes for *Estimated Borrowing Capacity*.

15. Enter Remarks.



16. Enter Signatories.

17. Select *Other Lending Institution/s*.

18. Click *Save* button to save the record.

- End of Process –

EDITING A DEBT CERTIFICATE

Use this procedure to edit a debt certificate. Note that the prerequisites are: (i) User with Action Officer role must login in the eSRE Central System; and (ii) the certificate is not yet approved.

Procedures:


1. Click *Debt Management->Debt Capacity* from the navigation panel.



2. The *Debt Capacity* page is displayed.

3. To retrieve the certificate record:

a. Enter Debt Certificate No., then click *Fetch* button.

b. Search record using the lookup button .

Guide to Preliminary Computation of NDSC and NBC Using the eSRE System

Certificate No	Name	Estimated Borrowing Capacity	Status
2013-05-DRAFT-0002	BAGUIO CITY : CAR, BENGUET	1,131,432,954.27	For Printing
2013-05-0001	ADAMS : Region I, ILOCOS NORTE	21,564,692.58	PRINTED

4. The *Debt Capacity* page is displayed.
5. The Data Capacity record displays.
6. Update as necessary.
7. Click *Save* button to save the record.

- End of Process -

DEBT CERTIFICATION

This module is used to generate a debt certificate. Note that the prerequisites are: (i) User must be an Action Officer or an Admin; and (ii) User must login in the eSRE System.

Procedures:

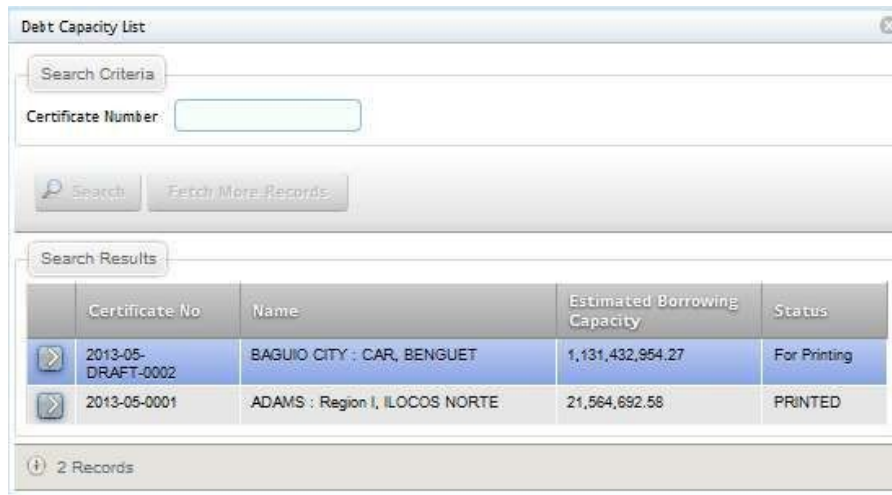
1. Click *Debt Management->Debt Certificate* from the navigation panel.



2. The *Debt Certificate Printing* page is displayed.


Guide to Preliminary Computation of NDSC and NBC Using the eSRE System


3. Click lookup button  beside the Certificate Number field. The *Debt Capacity List* page is displayed as:



Certificate No	Name	Estimated Borrowing Capacity	Status
2013-05-DRAFT-0002	BAGUIO CITY : CAR, BENGUET	1,131,432,954.27	For Printing
2013-05-0001	ADAMS : Region I, ILOCOS NORTE	21,564,692.58	PRINTED

2 Records

4. Click  to select a certificate number.
 - a. To review the certificate, click *For Review*.



Certificate Number: 2013-05-DRAFT-0002

Certificate Status: For Review Approved

Generate Certificate

- b. To print official certificate, click *Approved*.

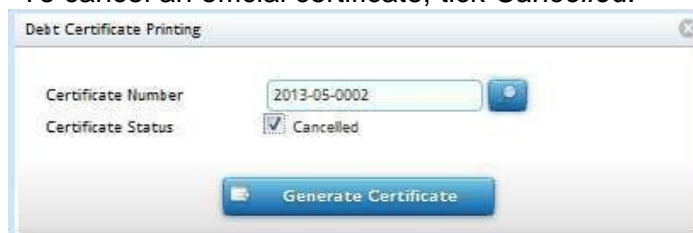


Certificate Number: 2013-05-DRAFT-0002

Certificate Status: For Review Approved

Generate Certificate

- c. To cancel an official certificate, tick *Cancelled*.

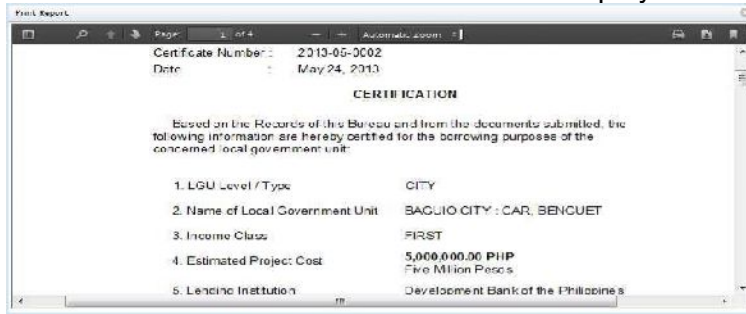


Certificate Number: 2013-05-0002

Certificate Status: Cancelled

Generate Certificate

5. Click *Generate Certificate*. The certificate is displayed.



- a. If the status is *For Review*, the certificate has a “DRAFT” watermark.
 - b. If the status is *Approved*, system assigns official certificate number to the certificate.
 - c. If the status is *Cancelled*, the certificate has a “CANCELLED” watermark.
6. User may print or save the certificate using the installed PDF viewer.

- End of Process -