

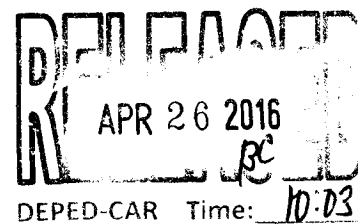


Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



April 25, 2016

MEMORANDUM



TO : SCHOOLS DIVISION SUPERINTENDENTS
Secondary School Heads of Implementing Units
Division Accountants
Division Administrative Officers V(In Charge of Budget)
Administrative Assistants III (Senior Bookkeepers) of Implementing Units

FROM: *ZBW*
ELLEN. B. DONATO, Ed., D., CESO III
Director IV

SUBJECT: SUBMISSION OF BUDGET EXECUTION DOCUMENTS (BEDs) AND
BUDGET AND FINANCIAL ACCOUNTABILITY REPORTS (BFARs)
THROUGH THE UNIFIED REPORTING SYSTEM (URS)

Attached is the letter from Director Liza B. Fangsilat of the Department of Budget and Management regarding the Submission of BEDs and BFARS through the URS.

In this connection, Schools Division Offices and Secondary Schools classified as Implementing Units are hereby advised to submit their Monthly and Quarterly Accountability Reports through the Unified Reporting System (URS). However, hard copies of the reports are still to be submitted to DBM for record purposes.

Likewise, Schools and Division Offices are reminded of the timelines on the submission of the required reports to the DepED Regional Office as follows:

Implementing Unit	Due Date	Where to Submit
Secondary Schools	5 th day of the ensuing month/quarter	Division Office- copy furnish the DBM and DepEd regional offices
Schools Division Offices:		
Division Office Report	5 th day of the ensuing month/quarter	DepEd Regional Office copy furnish DBM
Consolidated Division Wide Report	10th day of the ensuing month/quarter	DepEd Regional Office

The Regional Office, Finance Division is tasked to monitor the compliance of the submission of the reports and to give technical assistance to the divisions and schools, if needed.

For Information and Compliance.

SGT/clp

Encl.: As Stated

Relative thereto, in order for the above-cited reforms to attain their respective objectives, we would like to remind you of the following:


1. Compliance with the pertinent issuances;
2. Submission of the BFARs through the URS; and
3. Submission of the BEDs through the URS.

Likewise, to enable this Department to assess the rate of adoption/compliance as well as to identify reasons for non-/low implementation rate for said reforms, please accomplish the attached "**Survey on Compliance with Required Submissions of Reports Through Electronic Formats**" and submit the same to this Office or e-mail to DBM-CAR Technical Division A (jdegasi@dbm.gov.ph) **on or before April 27, 2016.**

Further, please request the other implementing units (IUs) of DepEd - CAR [SDOs, National High Schools] to comply with the above-stated requirements for submission to that Office for consolidation and subsequent submission to this Office

Thank you.

Very truly yours,


LIZA B. FANGSILAT
Director IV



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
CORDILLERA ADMINISTRATIVE REGION

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April 25, 2016

DIRECTOR ELLEN B. DONATO

Regional Director

Department of Education – CAR

Wangal, La Trinidad, Benguet

Attention: **The Chief Administrative Officer**
Finance Division

Dear Director Donato:

With the aim of ensuring that the government spends within its means, spends resources on the right priorities, and supports programs that deliver measurable results, this Department introduced various reforms to the budget processes specifically on the required submission of budget and financial reports using the electronic formats, viz:

1. Adoption of the **Unified Accounts Code Structure (UACS)** as the coding framework for the NG's financial transactions in all phases of the budget cycle **starting FY 2014** to harmonize budgetary and accounting classification and structures to generate and facilitate access to consistent, simplified and consolidated financial reports in a timely manner (*COA-DBM-DOF Joint Circular No. 2013-1 dated August 6, 2013*);
2. Use of online reporting system for the Submission of Budget Execution Documents (BEDs) and Targets for **2014 and Subsequent Years**, or the **Unified Reporting System (URS)**, to facilitate timely submission and compliance with the UACS (*DBM Circular Letter No. 2013-13 dated November 25, 2013*); and
3. Prescribing the Use of **Modified Formats of the Budget and Financial Accountability Reports (BFARs)** (*COA-DBM Joint Circular No. 2014-1 dated July 2, 2014*), for purposes of modifying the harmonized formats of financial accountability reports on appropriations, allotments, obligations, and disbursements, adapting the UACS, among other innovations, to effectively report, monitor and/or evaluate agency performance versus plans and targets which shall serve as basis for sound policy decisions.

COA issued Circular No. 2015-005 dated July 16, 2015 requiring all NGAs including SUCs to use the COA's web-based application systems [Annual Financial Reporting System (AFRS) and the Budget and Financial Accountability Reporting System (BFARS)] in submitting the annual Financial Statements as well as the quarterly BFARs