



REPUBLIKA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIHAN NG INGATANG-YAMAN
(BUREAU OF THE TREASURY)
INTRAMUROS, MAYNILA 1002

Funding the Republic

TREASURY CIRCULAR NO. 4 - 2003

August 01, 2003

TO : All National Collecting Officers and Disbursing Officers/Cashiers, Municipal/Provincial/City Treasurers, The Treasury Regional Directors, and Chief Treasury Operations Officers II, Head Offices and Branch Managers of Authorized Government Depository/Servicing Banks and All Others Concerned

SUBJECT : Codes to be used for government transactions pertaining to Revenues/Income and Expenses under the Revised Chart of Accounts.

1. PURPOSE

The use of appropriate account codes for government transactions pursuant to Commission on Audit (COA) Circular No. 2003-001 dated June 17, 2003 to ensure effective monitoring of receipts and disbursement of government agencies/offices.

2. SPECIFIC GUIDELINES ON THE USE OF:

2.1 Revenues/Income Account Codes

- 2.1.1** The National Collecting Officers (NCOs) and Local Treasurers (LTs) shall accomplish the revised format (Annex A) List of Collections (LCs), in accordance with DOF Circular 52-96 dated May 22, 1996 by indicating the codes prescribed for Revenues/Income on the column "Nature of Collections (Revenue/Income Account Codes)".
- 2.1.2** For remittance by Land Registration Authority (LRA) of collections pertaining to Assurance Fund, the agency shall indicate in the List of Collections (LCs), BTr Agency Code (A5514), Fund Code (101) and Account Code 678 (Other Income – Miscellaneous Income).
- 2.1.3** For remittance of collections pertaining to UP Legal Research Fee, the agency shall indicate UP Agency Code (A0823), Fund Code (187) and Account Code 131 (Due from National Treasury).

- 2.1.4** For remittance of Fidelity Bond Premium collections, the agency shall use the BTr Agency Code (A5514), Fund Code 152 and Account Code 663 (Insurance Income)
- 2.1.5** For remittance of collections pertaining to Fire Code Fees, the City/Municipal Treasurers shall indicate in the LCs the agency code of the Bureau of Fire Protection (D2531), Fund Code 101, Account Code 628 (Other Service Income) and Fund Code 151 for Fire Safety Inspection Fee, Account Code 617 (Inspection Fees).
- 2.1.6** For remittance of collections pertaining to registration of original ownership of large cattle (P5.00 per head), the City/Municipal Treasurers shall indicate in the LCs the agency code of Livestock Development Council (D0851) Fund 153 for the P2.00; Fund Code 101 for the other P2.00, both Account Code 606 (Registration Fees). The remaining P1.00 collection shall be retained by the municipality.

For remittance of collections pertaining to registration of transfer of ownership of large cattle (P10.00), the City/Municipal Treasurer shall indicate in the LCs the Agency Code D0851 Fund 101 and Account Code 606

2.2 Other Receipts Account Codes

- 2.2.1** For Performance/Bidders/Bail Bonds and other trust receipts, the agency shall indicate in the LCs, Fund Code 184 and Account Code 131 (Due from National Treasury).
- 2.2.2** For current year refund of cash advance, the agency shall use, Account Code 651 (Subsidy Income from NG) and for prior year refund, the agency shall use, Account Code 684 (Prior Years' Adjustments).
- 2.2.3** For transfer of balance of National Cash Allocation (NCA) to General Fund, the agency shall use Account Code 651 (Subsidy Income from NG). For current year refund of fund balances of completed projects, the agency shall use, Account Code 651 and for prior year refund and transfer of bank account balances (EO 338), the agency shall use, Account Code 684 (Prior Years' Adjustments).
- 2.2.4.** For deposit of collection pertaining to disallowances/charges of current year, the agency shall use the account code 651 (Subsidy Income from NG) and for prior years disallowances/charges, the agency shall use Account Code 684 (Prior Years' Adjustments).

2.3 Expense Codes

- 2.3.1** For all MDS disbursements, the Disbursing Officers/Cashiers shall use the account codes indicated in the ALOBS (Allotment and Obligation Slip) issued by the Agency Budget Officer and certified by the Chief Accountant.
- 2.3.2** For the return of Performance/Bidders/Bail Bonds to claimants the Agency shall use the Account Code 427 (Performance/Bidders/Bail Bonds Payable) and for other Trust Liability Accounts, the agency shall use Account Code 439 (Other Payables).
- 2.3.3** For all disbursements pertaining to Property, Plant and Equipment, which are not considered as expense but capitalized as an asset, the “Allotment, Object Class” to be shown on the MDS check shall be the asset accounts (Account Codes 201 to 290).

3. REPEALING CLAUSE

The provisions of TOO No. 01-2002 dated May 6, 2002 and TOO 01-2002A dated August 22, 2002 are hereby revised/modified accordingly.

4 EFFECTIVITY

This order shall take effect immediately.

(SGD) EDUARDO SERGIO G. EDEZA
Treasurer of the Philippines