


Mandate, Vision/Mission, Major Final Output, Performance Indicators and Target CY 2023
Naga City

- Office : **CITY ACCOUNTING OFFICE**
- Mandate : Takes charge of the accounting services of the city; prepare and submit financial statements to the Mayor and the Sangguniang Panlungsod; and pre-audit claims for payment.
- Vision : A department in the City Government of Naga which adheres to government rules and regulations in providing sufficient and reliable financial data, and delivers fast and efficient service to all concerned while protecting the assets and interests of the city government and the general public.
- Mission : To perform efficient accounting and internal audit services aligned with the city's vision of being the recognized model of good governance and people-centered development by 2030.
- Organizational Outcome : Timely and accurate financial reports and pre-audited claims for payment that serve as basis for management decisions and in aid of legislation.

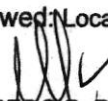
AIP Ref Code	Program/Project/Activity Description	Major Final Output	Performance/Output Indicator	Target for the Budget Year	Proposed Budget for the Budget Year			
					PS	MOOE	CO	Total
A. GENERAL ADMINISTRATION AND SUPPORT (GAS)								
1000-000-2-1-1081-001-000-000	General Administrative Services	Administrative and Support Services	Percentage of administrative and other support services, such as the capacity development of CAccO personnel fully completed within budget and schedule	100%	17.867	0.101	0.000	17.968
B. SUPPORT TO OPERATIONS								
1000-000-2-1-1081-002-000-001	Systems Development		Completion and Perfection of Personnel Management and Payroll System for Job Order and Contractual Employees	Salaries & wages received by all personnel through ATM by July 2023				
1000-000-2-1-1081-002-000-002			Installation of Supply and Property Management Systems completed	100% of Property, Plant & Equipment (PPE) inventories fully accounted for, with no material misstatements in the FS as of Dec 31, 2023				
1000-000-2-1-1081-002-000-003			Enhanced Document Tracking System to respond to the actual needs of clients	Conduct of training for accounting personnel & issuance of IEC for clients on the use of D-Tracks to ensure 100% ease of access to status of claim transactions by June 2023				
1000-000-2-1-1081-002-000-004		Loan recording services		Updating of loan records of all CGN personnel, monitoring the granting of loan to ensure that loan deductions are effected in the 15th quincena payrolls.	100% Loan applications of personnel processed within an hour upon request; ensure P5,000.00 net pay after deduction of loan payments by March, 2023			

C. OPERATIONS									
1000-000-2-1-1081-003-000-001			Percentage of expenditures with no adverse COA audit findings	100%					
1000-000-2-1-1081-003-000-002			Percentage of financial statements and accounting reports submitted within the prescribed deadline	100% submitted					
1000-000-2-1-1081-003-000-003	Accounting Services	Accounting and pre-audit services	Percentage of Bank Reconciliation completed within 5 days from receipt of Bank Statements	100% completed		0.780	0.000		
1000-000-2-1-1081-003-000-004			Percentage of remittance vouchers processed and paid before due dates	100%					
1000-000-2-1-1081-003-000-005			Percentage of scanned, arranged, folded, labeled paid vouchers and payrolls transmitted to COA within the prescribed period	100% transmitted					
1000-000-2-1-1081-003-000-007		Barangay Accounting services	Percentage of Barangay monthly reports submitted to COA every 10th Jay of the month by July 2023	100% of Barangay monthly reports submitted to COA every 10th day of the month by July 2023					
					TOTAL	17.867	0.881	0.000	18.748


Prepared:


RUBY R. SINGSON
 Acting City Accountant

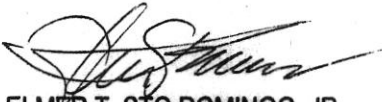
Reviewed: Local Finance Committee



WILFREDO B. PRILLES, JR.
 City Planning & Dev't. Officer


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 City Budget Officer


MA. SOCORRO R. GAYANILO
 Acting City Treasurer

Approved:


ELMER T. STO DOMINGO, JR.
 Chairperson, Naga City People's Council
 Member, Local Finance Committee


NELSON S. LEGACION
 City Mayor