LBP Form No. 4

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2026
Naga City

Department/Office: **CITY ACCOUNTANT'S OFFICE**

Mandate/Legal Basis: Local Government code (Section 474 of Article 4, Book III of RA 7160) provision:
1. Take charge of both the accounting and internal control services of the city
2. Review supporting documents to determine completeness of requirements
3. Prepare and submit financial statements to the City Mayor and the Sangguniang Panlungsod

Vision: Collaborative governance for service quality

Mission: To perform efficient accounting and pre-audit services aligned with the city's vision of being the recognized model of good governance and people-centered development by 2030

Organizational Outcome: Strengthened internal control system instituted to generate relevant and reliable financial information that serves as basis for management decisions and in aid of legislation

AIP Reference Code	Program/Project/ Activity Description	Major Final Output	Performance Indicator	Target for the Budget Year	Proposed Budget for the Year			
					PS	MOOE	CO	Total
	General Administration and Support (GAS)							
1000-2-01-07-001-000-000	General Administrative Services	Accounting and pre-audit services delivered on time to increase satisfaction rating of client experience	Quality and timeliness of services rendered	100% of financial statements prepared and submitted on or before due date	22,487,445.00	1,337,900.00		23,825,345.00
	Support to Operations (STO)							
1000-2-01-07-002-001-000	Installation of Integrated Document Tracking System (iDTRACS)	iDTRACS operational by December 2026 to reduce processing of key frontline services	Percentage of transactions processed on time	100% of claims paid on time		50,000.00		50,000.00
1000-2-01-07-002-002-000	Naga Procurement Management and Payment Tracking System (Naga PROMPTS)	Naga PROMPTS installed by December 2026 to achieve 100% degree of alignment among planning, budgeting, procurement, and financial management systems	Percentage of utilization reports submitted on time	100% of utilization reports submitted on or before due dates		150,000.00		150,000.00
1000-2-01-07-002-003-000	Refresher training course for eNGAS users	Training course completed by June 2026	Number of personnel with relevant training	1. 100% of monthly financial statements submitted on time 2. 100% of CAcO personnel completed training on eNGAS		50,000.00		50,000.00
1000-2-01-07-002-004-000	Installation of eNGAS for Barangay Accounting	Consolidated financial reports of Barangays submitted to COA	Number of Barangays with submitted annual financial statements	27 Barangays Annual Financial Statements submitted on due dates		100,000.00	150,000.00	250,000.00
1000-2-01-07-002-005-000	Installation of Queueing System	Increased efficiency of frontline services in meeting the Citizen's Charter standards	Percentage of inquiries satisfactorily answered	100% of inquiries on claims processing are addressed on time		50,000.00		50,000.00
1000-2-01-07-002-006-000	Expansion of Accounting Office	Improved workspace functionality	Repair or relocation of office space	Office renovated or relocated by Dec 2026			1,300,000.00	1,300,000.00
1000-2-01-07-002-007-000	Capacity Development, Team Building, Benchmarking and Accountancy Week Celebration	Improved service delivery performance as a result of learning and development interventions	No. of capacity development activities completed	At least 4		100,000.00		100,000.00
1000-2-01-07-002-008-000	Capacity Development on GAD	Conduct of GAD training for Cacco personnel completed by Dec 2026	Percentage of personnel acquired basic GAD concepts	100%		50,000.00		50,000.00
	Operations							
1000-2-01-07-003-001-000	Auditing and pre-audit services	Improved CAccO services and PFMAT rating	Percentage of auditing and pre-audit services completed on schedule	100%		10,000.00		10,000.00
	Preparation of Financial Statements and Accounting Reports of CGN		Percentage of financial reports completed	100%				
	Preparation of cash reconciliation reports		Percentage of reconciliation statements prepared 5 days after receipt of bank statements	100%				
TOTAL					**22,487,445.00**	**1,897,900.00**	**1,450,000.00**	**25,835,345.00**

Prepared:

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Reviewed: Local Finance Committee

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Approved:

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