

# **[ LETTER OF INSTRUCTIONS NO. 1017, May 07, 1980 ]**

## **CONDUCT OF STUDIES OF GOVERNMENT AGENCIES FOR THE IMPROVEMENT OF THEIR MANAGEMENT REPORTING AND ACCOUNTING SYSTEMS, THE TCAA SYSTEM, SIMPLIFICATION OF FORMS AND PROCESSING PROCEDURES, AND DEVELOPMENT OF A PROGRAM FOR THE WITHDRAWAL OF PREAUDIT.**

TO:     The Minister of Finance  
          The Minister of the Budget  
          The Chairman, Commission on Audit  
          The National Treasurer  
          Other Officials Concerned

In order to improve the efficiency and increase the effectiveness of the national and local government agencies in the implementation and monitoring of their programs and projects, the following instructions are hereby issued for strict compliance by those concerned:

1. Studies of selected government agencies shall be undertaken covering the following areas:
  - a. The Government Reporting System — The study of this system shall identify the data requirements of the Commission on Audit, the Ministries of Finance and the budget, the Bureau of the Treasury and other government regulatory bodies and of internal agency management and reconcile these requirements. The study shall also establish the responsibility for the periodic review and improvement of the system.
  - b. The Accounting System — The study of this system shall review and evaluate the existing accounting system of selected agencies, with the objective of reducing and simplifying both forms and procedures and strengthening internal control. The study shall also clearly delineate the responsibility for forms and procedures review.
  - c. The Centralized Disbursement System Through the Treasury Checking Account for Agencies (TCAA) — The study of this system shall cover the latter's organizational, procedural, informational and control aspects. It shall ascertain the extent to which the system's anticipated benefits are currently being realized. The study shall make recommendations towards the development of an acceptable and feasible alternative to the present system.
  - d. Development of a Program for Withdrawal of Preaudit — The study of this area shall define COA's strategy for the gradual withdrawal of its preaudit function. It shall develop a detailed action of program which sets specific targets within well