



Republic of the Philippines
Department of Education
 REGION X - NORTHERN MINDANAO
 SCHOOLS DIVISION OF MISAMIS ORIENTAL

DEPARTMENT OF EDUCATION
 Division of Misamis Oriental

RELEASED

DATE: **JUL 05 2024** 4:11 pm
 BY: *[Signature]*

Ninojomar S. Cablay, MBA
 Administrative Officer IV

**Office of the Schools Division
 Superintendent**

03 JULY 2024

DIVISION MEMORANDUM
 No. **47** s. **2024**

**IMPLEMENTATION OF RECOMMENDED SYSTEM REQUIREMENTS FOR THE
 DBM ONLINE UNIFIED REPORTING SYSTEM (URS)**

To: **All Secondary IU Finance Personnel**
All Secondary IU School Heads
 All Others Concerned

1. Pursuant to DBM Circular Letter No. 2017-11 dated July 20, 2017 or the Recommended System Requirements for the Online Unified Reporting System (URS), this Office reiterates the guidelines prescribing the electronic submission of Budget and Financial Accountability Reports (BFARs) and the Annual Budget Execution Documents (BEDs) wherein all government offices should submit these reports online at **www.urs.dbm.gov.ph**.
2. In order to isolate performance issues, Accountable Officers in-charge of the encoding and submission of these reports, are required to subscribe a separate and dedicated for URS use only internet connection with an internet bandwidth requirement of at least 3Mbps unlimited no capping.
3. Internet expenses incurred shall be charged against School MOOE subject to the usual accounting, budgeting and auditing rules and regulations.
4. Immediate dissemination of and compliance with this Memorandum is directed.

[Signature]
EDILBERTO L. OPLENARIA, EdD, CESO V
 Schools Division Superintendent



FINANCE | mlt





REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
BONCODIN HALL, GEN. SOLANO ST., SAN MIGUEL, MANILA



CIRCULAR LETTER

No. 2017 - 11

Date: July 20, 2017

TO : Heads of Departments, Bureaus, Offices and Agencies of the National Government, Including State Universities and Colleges, and All Others Concerned

SUBJECT : Recommended System Requirements for the Unified Reporting System (URS)

1. This refers to the guidelines prescribing electronic submission of Budget and Financial Accountability Reports (BFARs)¹ and the annual Budget Execution Documents (BEDs)² wherein all government agencies should submit their BFARs and BEDs using the www.urs.dbm.gov.ph.
2. In order to isolate performance issues, we hereby recommend PC and Internet Bandwidth requirements dedicated for URS as follows:
 - 2.1 PC requirements
 - a. With an Operating System of Windows 7 or higher
 - b. Processor of equivalent to Intel Core I3 or higher
 - c. Capable of running Google Chrome or Mozilla Firefox
 - d. Memory of minimum 1GB
 - 2.2 Internet Bandwidth requirement
 - a. 3Mbps dedicated for URS only.
3. A detailed user manual is readily available in our website for download or by logging in to the URS and by clicking User Guide under the Help link.
4. Should there be a need to conduct training sessions for the URS end-users, requests for such may be coordinated with the Budget Information and Training Service (BITS) or email it to saxalan@dbm.gov.ph. And if you have any concerns you may email our Helpdesk through online-reporting@dbm.gov.ph or call 657-3300 local 2300.
5. For compliance.


BENJAMIN E. DIOKNO
Secretary



¹ Circular Letter No. 2016-11 dated December 6, 2016 re: Guidelines Prescribing Electronic Submission of Budget and Financial Accountability Reports (BFARs)

² Circular Letter No. 2016-9 dated October 27, 2016 re: Submission of the Annual Budget Execution Plans