



Republic of the Philippines  
**COMMISSION ON AUDIT**  
Commonwealth Avenue, Quezon City, Philippines

**CIRCULAR**

No: 2020-004

Date: JAN 31 2020

**To :** All Heads of Local Government Units and All Others Concerned

**Subject:** Prescribing the Government Accounting Manual for Local Government Units

**1.0 Purpose**

In line with COA Resolution No. 2014-003 dated January 24, 2014 prescribing the adoption of the Philippine Public Sector Accounting Standards (PPSAS), this Manual is prescribed to ensure the proper accounting of all financial transactions of the Local Governments following the PPSAS.

**2.0 The Manual**

The Government Accounting Manual (GAM) is composed of three volumes, namely:

**Volume I – The Accounting Policies**

It shows the basic features and policies, the local government accounting plan, discussion on the accounting of the major types of transactions, the illustrative accounting entries, the financial statements and other related records.

**Volume II – The Accounting Books, Registries, Records, Forms and Reports**

It contains the various formats of the journals and ledgers, registries, records, reports and forms including instructions on their use.

**Volume III – The Chart of Accounts**

It includes the list of accounts and the definitions/descriptions of each account.

**3.0 Saving Clause**

Cases not covered by this Circular shall be referred to this Commission for resolution.

*[Handwritten signature]*

#### **4.0 Repealing Clause**

This Manual replaces the Manual on the New Government Accounting System for use in Local Government Units, prescribed under COA Circular No. 2002-003 dated June 20, 2002.

Likewise, all other circulars, orders, memoranda and existing rules and regulations inconsistent with the provisions of this Manual are hereby amended/modified/revoked accordingly.

#### **5.0 Effectivity Clause**

This Circular shall take effect immediately.




COMMISSION ON AUDIT  
OFFICE OF THE COMMISSION SECRETARIAT



  
**MICHAEL G. AGUINALDO**  
Chairperson

**PARTICIPATED**  
**JOSE A. FABIA**  
Commissioner

  
**ROLAND C. PONDOC**  
Commissioner