

CAGAYAN DE ORO CITY WATER DISTRICT
Status of Unliquidated Cash Advances
As of Nov. 30, 2022

Annex "A"

No.	Account Used	Name of Accountable Officer(AO)/Employee	Purpose	Date Granted	Unliquidated Amount	Due Date for Liquidation	Age of Cash Advance	*Status of AO/Employee	Availability of Documents		**Action Taken by		Status of Request for writeoff and/or Narrative Report(NR)	Amount Writtenoff /Subject of NR	Remarks
									with	without	Agency Officials	Auditor			
									(/)	(/)					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
9	19901040	CUYNO, JUVIRA KRIS C.	For payment of PER DIEM (9,900.00) of Ms. J. CUYNO to participate in the 58th PAMET Annual Convention with the theme: "Forging the Future of Medical Technology: Towards Digital Laboratory Medicine" on December 1-3, 2022 at the Philippine International Convention Center (PICC), Pasay City perattached Itinerary Travel, Travel Order and other supporting papers.	11/24/2022	9,900.00	January 2, 2023	0 days	Regular	x		Reminder				Liquidated on Dec. 05, 2022 per JV#12-25-22
			Sub Total		9,900.00										
10	19901040	REQUINO, JOSE	For payment of PER DIEM-IC (360.00) of Mr. J. REQUINO & B. BERNARDO (Driver) to conduct participants ofthe Training on 2022 Chlorine Handling and Safety Seminar on November 25, 2022 at Mabuhay Vinyl Corporation, Iligan City per attached Itinerary of Travel, Travel Order and other supporting papers.	11/24/2022	720.00	December 15, 2022	0 days	Regular	x		Reminder				Liquidated on Dec. 02, 2022 per JV#12-25-22
			Sub Total		720.00										
11	19901040	CASEÑAS, LUREMER D.	For payment of PER DIEM-IC (360.00) of Mr. L. CASEÑAS (Driver) to conduct participants of the Training on2022 Chlorine Handling and Safety Seminar on November 25, 2022 at Mabuhay Vinyl Corporation, Iligan City per attached Itinerary of Travel, Travel Order and other supporting papers.	11/24/2022	360.00	December 15, 2022	0 days	Regular	x		Reminder				Liquidated on Dec. 02, 2022 per JV#12-25-22
			Sub Total		360.00										
12	19901010	VASALLO, MA. EVELYN	CASH ADVANCE FOR THE EXPENSES TO BE INCURRED FOR COWD-RTC 2022 CHLORINE HANDLING & SAFETY SEMINAR (LIQUID CHLORINE AND SODIUM HYPOCHLORITE) ON NOVEMBER 24-25, 2022 PER ATTACHED IOM ADM #11-0838, S-2022,BUS #22-11-04-0892 AND OTHER SUPPORTING PAPERS.	11/10/2022	47,000.00	December 15, 2022	0 days	Regular	x		Reminder				Liquidated on Dec. 02, 2022 per JV#12-25-22

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									with (/)	without (/)	Agency Officials	Auditor			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
13	19901010	VASALLO, MA. EVELYN	For payment of Plane Tickets of Ms. V. CHIU, Q. DIAZ & G. BATAR (CEBU-CDO Only) to participate in Philippine Institute of Public Certified Accountants (PICPA) 77th Annual National Convention on November 23-26, 2022 at International Eucharistic Celebration Convention Center (IC3), Cebu City per attached Computations and other supporting papers.	11/16/2022	9,586.71	December 26, 2022	0 days	Regular	x		Reminder				Liquidated on Dec. 16, 2022 per JV#12-25-22
14	19901010	VASALLO, MA. EVELYN	CASH ADVANCE TO DEFRAY MEAL EXPENSES TO BE INCURRED FOR COWD BOARD MEETING WITHMANAGEMENT ON NOVEMBER 28, 2022 PER ATTACHED IOM ETAG NO. 01-032, S-2022 AND BUS NO.22-11-01-309.	11/24/2022	5,000.00	December 3, 2022	0 days	Regular	x		Reminder				Liquidated on Dec. 01, 2022 per JV#12-25-22
15	19901010	VASALLO, MA. EVELYN	CASH ADVANCE FOR A PARTNERSHIP WITH AFP/PNP FOR PEACE CONCERT CARAVANS ACTIVITY ON NOVEMBER 30, 2022 AT KIOSKO KAGAWASAN, DIVISORIA, CDOC PER ATTACHED IOM MSD-PR 11-84 1, S-2022,BUS #22-11-03-135 AND OTHER SUPPORTING PAPERS.	11/25/2022	20,000.00	December 20, 2022	0 days	Regular	x		Reminder				Liquidated on Dec. 05, 2022 per JV#12-25-22
			Sub Total		81,586.71										
					156,706.71										
	TOTAL														

Note: *Indicate if the AO/employee is still connected with the Agency, retired, resigned, dead or can no longer be traced, etc.

**For Agency Official, indicate if the agency requested for write off.

For Auditor, indicate if a Narrative Report was prepared.

Column Nos. 1-9 to be filled up by responsible Agency Official/Accountant

Column Nos. 10-16 to be filled up by responsible ATL

Prepared By:

IAN PAUL B. MATALUM
SR. ACCOUNTING PROCESSOR B

Reviewed by:

ROSELYN L. TOLENTINO
SR. CORPORATE ACCOUNTANT A

Certified Correct:

VANESSA A. CHIU, CPA, MBA
OIC-MANAGER, FINANCE DEPARTMENT

SANDRA A. BALINDONG
STATE AUDITOR IV
COA, AUDIT TEAM LEADER