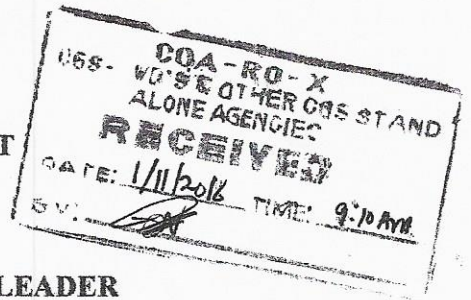




Republic of the Philippines
COMMISSION ON AUDIT
Regional Office No. 10
Cagayan de Oro City



OFFICE OF THE AUDIT TEAM LEADER
Team R10-01, Audit Group Water Districts and Other Stand Alone Agencies

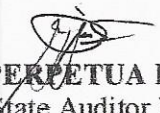
January 10, 2018

MS. CECILIA A. PONTILLAS
State Auditor IV
Acting Supervising Auditor
CGS- Water Districts and Other Stand Alone Agencies
This Commission

Madam:

Pursuant to Memorandum dated November 24, 2017 of the Risk Management and Budget Office, Commission on Audit, Quezon City, on the submission by the agencies of Report on Aging of Cash Advances with a cut-off date of November 15, 2017 for PBB 2017 purposes, submitting herewith the said Report.

Very truly yours,


GINA PERPETUA R. BAUL
State Auditor III
Acting Audit Team Leader

Annex 5- Report on the Agency of Cash Advances

Revised

Schedule of Advances to Officers and Employees

As of NOVEMBER 15, 2017

CAGAYAN DE ORO CITY WATER DISTRICT
Office of the General Manager
RECEIVED
By: [Signature]
Date: 1/10/18 Time: 2:40 PM

Agency Name: CAGAYAN DE ORO CITY WATER DISTRICT

Agency Code:

COMMISSIONER
RECEIVED
DATE: 1/10/18 TIME: 4:30
BY: [Signature]

Book Title: VPR/JVR/CRR

Account Title: Advances to Officers & Employees

Account Code: 134-00-00-00

Name	Date CA granted	Particulars	Reference (DV#,JV#,OR# & Date)		Total Amount	Amount Due				Remarks
						Less than 30 days	31-60 days	61-365 days	over 1 year	
A. Advances for Travel and Special Purposes										
1 Local Travel										
AVENIDO, DAMILO		DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17	17-11-05-052	11/7/17	2,800.00	2,800.00	^			
		Sub Total			2,800.00	2,800.00				
BACTONG, CHRISTIAN		DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17	17-11-05-052	11/7/17	2,800.00	2,800.00	^			
		Sub Total			2,800.00	2,800.00				
BALDELOVAR, JOEL	11/6/17	DIEM(800)REG(4000)GAS ALLOW(2500)NORMIN Forum-Valencia Bukidnon 11/8-9/17	17-11-05-032	11/6/17	7,300.00	7,300.00	^			
	11/9/17	DIEM(1760)TAXI/TERM(1000)REG(1000)P AWD -GOVERNORS & 4Q MEETING EX.COUNCIL ILOILO 11/16-17)	17-11-05-076	11/9/17	3,760.00	3,760.00	^			
		Subtotal			11,060.00	11,060.00				
BEJA, RACHEL	11/7/17	DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17	17-11-05-052	11/7/17	4,800.00	4,800.00	^			

Name	Date CA granted	Particulars	Reference (DV#, JV#, OR# & Date)		Total Amount	Amount Due				Remarks
						Less than 30 days	31-60 days	61-365 days	over 1 year	
	11/9/17	DIEM(1760)TAXI/TERM(1200)REG(1000)P AWD -GOVERNORS & 4Q MEETING	17-11-05-077	11/9/17	3,960.00	3,960.00	✓			
	11/14/17	Diem(1760)&Taxi/Term(1200)-Sustaining Devt...Private Partnership 11/20/17 ADB- MNLA	17-11-05-133	11/14/17	2,960.00	2,960.00	✓			
		Subtotal			11,720.00	11,720.00				
BUTRON, LYNDON	11/13/17	DIEM(3360)TAXI(1200)PICE 43rd NATCOM 11/28-30/17 MOA-PASAY CITY	17-11-05-110	11/13/17	4,560.00	4,560.00	✓			
		SubTotal			4,560.00	4,560.00				
CHIONG, ALLAN	11/7/17	DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17	17-11-05-052	11/7/17	2,800.00	2,800.00	✓			
		Subtotal			2,800.00	2,800.00				
DABA, GERALDINE	11/7/17	DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17	17-11-05-052	11/7/17	4,800.00	4,800.00	✓			
		Sub Total			4,800.00	4,800.00				
DELEGANCIA, M.	11/6/17	DIEM(800)REG(4000)GAS ALLOW(2500)NORMIN Forum-Valencia Bukidnon 11/8-9/17	17-11-05-035	11/6/17	4,800.00	4,800.00	✓			
		Subtotal			4,800.00	4,800.00				
BATAR, BIENVENIDO	11/9/17	DIEM(2560)TAXI(1200)CON.FEE(5000))-LWUA RTC 11/22-23/17 QUEZON CITY	17-11-05-083	11/9/2017	8,760.00	8,760.00	✓			

Name	Date CA granted	Particulars	Reference (DV#, JV, R# & Date)		Total Amount	Amount Due				Remarks
						Less than 30 days	31-60 days	61-365 days	over 1 year	
		Subtotal			8,760.00	8,760.00				
BAGAY, RUFO	11/7/17	DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17	17-11-05-052	11/7/17	4,800.00	4,800.00	✓			
		SubTotal			4,800.00	4,800.00				
ECHANO, MOSES	11/7/17	DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17	17-11-05-052	11/7/17	4,800.00	4,800.00	✓			
		Sub Total			4,800.00	4,800.00				
LAO, CAROLINA	10/18/2017	DIEM(880)Taxi/Term(1200)Training Reg.WATSAN Hub Iwash 10/17- 20/17 Clark	17-10-05-148	10/18/2017	2,080.00	120.00				
		Subtotal			2,080.00	120.00				
NAJEAL, EDNA S.	11/13/17	DIEM(3360)TAXI(1200)PICE 43rd NATCOM 11/28-30/17 MOA-PASAY CITY	17-11-05-111	11/13/17	4,560.00	4,560.00	✓			
		Subtotal			4,560.00	4,560.00				
REQUINO, JOSE	11/7/17	DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17	17-11-05-052	11/7/2017	2,800.00	2,800.00	✓			
		Subtotal			2,800.00	2,800.00				
RUITA, LEO	11/7/17	DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17	17-11-05-052	11/7/17	2,800.00	2,800.00	✓			
		Sub total			2,800.00	2,800.00				

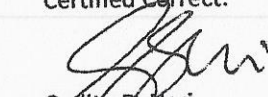
Name	Date CA granted	Particulars	Reference (DV#,JV. # & Date		Total Amount	Amount Due				Remarks
						Less than 30 days	31-60 days	61-365 days	over 1 year	
SAGRADO, LADELE A.	11/7/17	DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17 Liquidation Subtotal	17-11-05-052	11/7/17	29,800.00 29,800.00	20,618.00 20,618.00				
SIMBA, ROLAND	11/7/17	DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17 Subtotal	17-11-05-052	11/7/17	2,800.00 2,800.00	2,800.00 2,800.00				
SAROL, FERNANDO	11/7/17	DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17 Sub total	17-11-05-052	11/7/17	4,800.00 4,800.00	4,800.00 4,800.00				
SUNIEL, RICH0	11/7/17	DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17 Sub Total	17-11-05-052	11/7/17	4,800.00 4,800.00	4,800.00 4,800.00				
TESORO, EDWARD	11/13/17	DIEM(3360)TAXI(1200)PICE 43rd NATCOM 11/28-30/17 MOA-PASAY CITY Sub Total	17-11-05-108	11/13/17	4,560.00 4,560.00	4,560.00 4,560.00				
TUVILLA, EDGARDO	11/13/17	DIEM(3360)TAXI(1200)PICE 43rd NATCOM 11/28-30/17 MOA-PASAY CITY Sub Total	17-11-05-109	11/13/17	4,560.00 4,560.00	4,560.00 4,560.00				

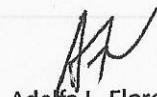
Name	Date CA granted	Particulars	Reference (DV#,JV#,JR# & Date		Total Amount	Amount Due				Remarks
						Less than 30 days	31-60 days	61-365 days	over 1 year	
YANCHA, BERNIE	11/7/17	DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17	17-11-05-052	11/7/17	2,800.00	2,800.00				
		Sub Total			2,800.00	2,800.00				
	A.1	TOTAL FOR LOCAL TRAVEL			130,060.00	118,918.00	-			
2 Foreign Travel										
	A.2	TOTAL FOR FOREIGN TRAVEL			-	-	-			
3 Special Activities/ Projects										
AMPER, MERIAM	11/9/17	PROF. FEE APPLICATION OCCUPANCY PERMIT SHEDHOUSE PROJ.-VILLA FLORA,CUGMAN	17-11-05-086	11/9/2017	1,500.00	1,500.00				
	11/14/17	COWD Xmas party Chali Beach- Program(40K)Hall&Venue(50K)Secre- tariate(3K)DoorPrice(45K)Contingen- cy(11946)	17-11-05-132	11/14/2017	149,946.00	149,946.00				
		SubTotal			151,446.00	151,446.00	-			
VASALLO, MA. EVELYN	11/6/17	NORMIN-NRMC Interpretative Comp. 11/08-Val.Bukidnon. Set Design(3K-Full)trainors fee(5K-Full)	17-11-05-026	11/6/17	8,000.00	7,000.00				
	11/7/17	DIEM/REG FEE NORMIN-NTMC Val.Bukidnon 11/8-9/17	17-11-05-052	11/7/17	52,300.00	52,300.00				

Name	Date CA granted	Particulars	Reference (DV#,JV R# & Date		Total Amount	Amount Due				Remarks
						Less than 30 days	31-60 days	61-365 days	over 1 year	
		Subtotal			<u>60,300.00</u>	<u>59,300.00</u>	-	-		
	A.3	TOTAL FOR SPECIAL ACTIVITIES/PROJECTS			<u>211,746.00</u>	<u>210,746.00</u>				
	A	TOTAL FOR ADVANCES ON TRAVEL & SPECIAL PURPOSE			<u>341,806.00</u>	<u>329,664.00</u>	-	-		
B. Advances to Regular Disbursing Officers										
1 Payroll/Allowance										
AMPER MERIAM										
	11/6/17	PERA Cas emp w/o ATM OCT.2017	17-11-05-044	11/6/2017	3,446.98	<u>3,446.98</u>				
	11/9/17	PBB2016 SEPARATED. REG EMP	17-11-05-078	11/9/2017	131,198.81	<u>131,198.81</u>				
	11/15/17	Sal JO emp(156)w/o ATM (oct.27-Nov.10,2017)	17-11-05-137	11/15/2017	541,355.55	<u>541,355.55</u>				
	11/15/17	SAL CAS Emp.(14)w/o ATM OCT.27-Nov.10,2017	17-11-05-139	11/15/2017	63,420.00	<u>63,420.00</u>				
	11/15/17	Year-end bonus/cash gift CAS emp. w/o ATM	17-11-05-144	11/15/2017	26,000.00	<u>26,000.00</u>				
		Sub Total			<u>765,421.34</u>	<u>765,421.34</u>	-	-		
							-	-		

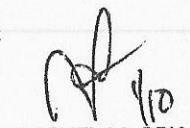
Name	Date CA granted	Particulars	Reference (DV#,JV Date)	R# &	Total Amount	Amount Due			Remarks
						Less than 30 days	31-60 days	61-365 days	
		Sub Total			8,760.00	8,760.00			
TAGLUCOP, JOHN	10/12/17	DIEM(4080)Taxi/term(1200)Reg(4500)65TH PSME Natcon Oct.18-21'17)	17-10-05-135	10/12/17	9,780.00	1,200.00			
		TOTAL			9,780.00	1,200.00			
YEBRON, PAUL GJHON	10/13/17	DIEM(5440)TAXI/Term(1200)Microsoft Active Setup-Oct16-20,2017 Pasig City	17-10-05-143	10/13/17	6,640.00	200.00			
		Sub Total			6,640.00	200.00			
B.2		TOTAL FOR SEMINARS/CONFERENCES			133,780.00	98,000.00	-		
B		TOTAL FOR DISBURSING OFFICERS/EMPLOYEEES			899,201.34	863,421.34	-	-	
A/B		GRAND TOTAL			1,241,007.34	1,193,085.34	-	-	

Certified Correct:


 Carlito B. Neri
 Budget Analyst B


 Adelfa L. Flores
 Head, Accounting Office

Approved by:


 RACHEL M. BEJA
 Agency Head

Verified by:


 GINA PERPETUA R. BAUL
 COA, Audit Team Leader

Date Submitted: