

Republic of the Philippines

Metropolitan Cebu Water District

Lapu-Lapu - Magallanes Sts., Cebu City
Tel. Nos. (032) 254-8434 • 412-1836 • 256-0413 to 15 • 256-0424
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November 29, 2016

BERNADETTE I. GLORIA

Commission on Audit 7F Metropolitan Cebu Water District Bldg. Cor Lapulapu and Magallanes Sts. 6000 Cebu City

Madame:

Transmitting herewith the Aging of Cash Advance Report as of November 15, 2016.
Thank you.

Respectfully,

NOEL R. DALENA General Manager Commission on Audit

Victor Districts Audit Group

11/-Team 1

Recosived by 11/29/2016

Trace:

REPORT ON AGEING OF CASH ADVANCES SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES AS OF NOVEMBER 15, 2016

AGENCY NAME : METROPOLITAN CEBU WATER DISTRICT AGENCY CODE :

| | מוס חל חל מו | | | TOTAL | -1 | | | | ACCOUNT CODE: | DE: 12/ | |
|--|-------------------|--|------------------|--|-----------|------------------------|----------------------|---------------|---------------|----------------|---|
| NAME | GRANTED | PARTICULARS | REFERENCE | AMOUNT | LIQUIDATE | OUTSTANDING BALANCE | LESS THAN 30 DAYS | 31-60 DAYS | -60 61-365 | OVER 1 YEAR | REMARKS |
| A. Advances for Special Purposes | cial Purposes | | | | | | | | | | |
| 1. LOCAL TRAVEL | | | | | | | | | | | |
| The second of th | | | | 11. The second s | 3 | | | | | | |
| Bamido, Pia Mae S. | November 11, 2016 | 3rd PAGBA quarterly seminar & meeting - November 16- 19, 2016 - Grand Menseng Hotel, Davao City. | APV-2016-11-0109 | 19,541.00 | | 19,541.00 | 19,541.00 | 7.3 | | | Local Travel - within the 30day reglementary period for |
| Jaganas Ernette | October 13 2016 | Competency-based HRM on October 24-27, 2016 at the | | | | | | | | | liquidation |
| | October 10, 2010 | Ateneo CORD training center, Quezon City | APV-2016-10-0108 | 12,651.96 | 12,651.96 | 1 | | | | | liquidated 11/4/2016 [Ref APV-2016-11-0032) |
| | | SUB-TOTAL | | 32,192.96 | 12,651.96 | 19,541.00 | 19,541.00 | | | | |
| 2. FOREIGN TRAVEL | | | | | | | | | | | |
| | | | | | | | | | | | |
| Ando, Juanito A. | October 13, 2016 | In-plant inspection at Wuxi factory in Shanghai, China - procurement of generating sets from Atlas Copco on | APV-2016-10- | 52,158.52 | | 52.158.52 | 52 158 52 | | | | Foreign Travel - Within the 60- |
| | | In-plant inspection at Wuxi factory in Shanghai, China - | | | | | | | | | liquidation |
| Ando, Juanito A. | October 13, 2016 | procurement of generating sets from Atlas Copco on October 15-23, 2016 In-plant inspection at Why factors in Shapehai, China | APV-2016-10-0211 | 1,500.00 | | 1,500.00 | 1,500.00 | | | | Foreign Travel - Within the 60- day reglementary period for liquidation |
| Dalena, Noel R. | October 13, 2016 | procurement of generating sets from Atlas Copco on October 15-23, 2016 | APV-2016-10-0204 | 52,158.52 | | 52,158.52 | 52,158.52 | | | - | liquidation documents received by Acctg. Dept dated 11/16/2016 |
| Dalena, Noel R. | October 13, 2016 | - φ | APV-2016-10-0208 | 2,250.00 | | 2,250.00 | 2,250.00 | | | | liquidation documents received by Acctg. Dept dated 11/14/2016 |
| De Guzman, Elmer R. October 19, 2016 | October 19, 2016 | In-plant inspection or the glass fused to steel tank at Permastore Limited, Eye, Suffolk, IP23 7HS England, United Kingdom - October 24, 2016 to November 1, 2016 | APV-2016-10-0292 | 62,877.10 | | 62,877.10 | 62,877.10 | | | | Foreign Travel - Within the 60- day reglementary period for liquidation |
| De Guzman, Elmer R. October 21, 2016 | October 21, 2016 | In-plant inspection of the glass fused to steel tank at Permastore Limited, Eye, Suffolk, IP23 7HS England, United Kingdom for the Opra project - October 24, 2016 to November 1, 2016 | APV-2016-10-0295 | 5,812.50 | | 5,812.50 | 5,812.50 | | | | Foreign Travel - Within the 60- day reglementary period for liquidation |
| Gabriente, Jorge L. | October 19, 2016 | the glass fused to steel tank at Eye, Suffolk, IP23 7HS England, e Opra project -October 24, 2016 | APV-2016-10-0291 | 62,877.10 | | 62,877.10 | 62,877.10 | | | | Foreign Travel - Within the 60- day reglementary period for |
| Gabriente, Jorge L. (| October 21, 2016 | | APV-2016-10-0294 | 5,812.50 | | 5,812.50 | 5,812.50 | | | | Foreign Travel - Within the 60- day reglementary period for liquidation |
| Gonzales, Tommy L. | October 13, 2016 | 01 | APV-2016-10-0206 | 52,158.52 | | 52,158.52 | 52,158.52 | | | | Foreign Travel - Within the 60- day reglementary period for |
| Gonzales, Tommy L. | October 13, 2016 | relation to the procurement of generating sets from Atlas APV-2016-10-0210 Copco on October 15-23, 2016. | APV-2016-10-0210 | 2,250.00 | | 2,250.00 | 2,250.00 | | | | Foreign Travel - Within the 60- day reglementary period for liquidation |

BOOK NO. (Redwined 12/14 - Wine Chan)

ACCOUNTETILE: Advances to Officers and Employees

ACCOUNT CODE: 127

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REPORT ON AGEING OF CASH ADVANCES SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES AS OF NOVEMBER 15, 2016

AGENCY NAME : METROPOLITAN CEBU WATER DISTRICT AGENCY CODE :

| NAME | DATE OF C/A | 3 | | TOTAL | | DITETANIONE | | AMOUNT DUE | T DUE | | |
|--|------------------------|--|------------------|------------|------------|-------------|----------------------|---------------|----------------|----------------|---|
| NAME | GRANTED | PARTICULARS | REFERENCE | GRANTED | LIQUIDATE | BALANCE | LESS THAN 30 DAYS | 31-60 DAYS | 61-365 DAYS | OVER 1 YEAR | REMARKS |
| Magno, Andrew L, | October 19, 2016 | In-plant inspection of the glass fused to steel tank at Permastore Limited, Eye, Suffolk, IP23 7HS England, United Kingdom - October 24, 2016 to November 1, 2016. | APV-2016-10-0293 | 62,877.10 | | 62,877.10 | 62,877.10 | | | | Foreign Travel - Within the 60- day reglementary period for |
| Magno, Andrew L. | October 21, 2016 | In-plant inspection of the glass fused to steel tank at Permastore Limited, Eye, Suffolk, IP23 7HS England, United Kingdom - October 24, 2016 to November 1, 2016. | APV-2016-10-0296 | 5,812.50 | | 5,812.50 | 5,812.50 | | | | Foreign Travel - Within the 60- day reglementary period for liquidation |
| Teñedo, Rowan E. | October 13, 2016 | In-plant inspection at Wuxi factory in Shanghai, China in relation to the procurement of generating sets from Atlas APV-2016-10-0209 Copco on October 15-23, 2016. | APV-2016-10-0209 | 2,250.00 | | 2,250.00 | 2,250.00 | | | | liquidation documents received by Acctg Dept dated 11/16/2016 |
| Teñedo, Rowan E. | October 13, 2016 | In-plant inspection at Wuxi factory in Shanghai, China in relation to the procurement of generating sets from Atlas APV-2016-10-0205 Copco on October 15-23, 2016. | APV-2016-10-0205 | 52,158.52 | | 52,158.52 | 52,158.52 | | | | OK#0418111 liquidation documents received by Acctg Dept dated 11/16/2016 |
| | | SUB - TOTAL | | 422 952 88 | | A22 072 88 | 000 | | | | |
| | | | | 764,506.00 | , | 422,902.00 | 422,952.88 | | | | |
| B. Advances to Regular Disbursing Officers | ılar Disbursing Office | - G | | | | | | | | | |
| 1. Payroll | | | | | | | | | | | |
| | | | | | | | | | | | |
| 2. Expenses | IX. | | | | | | | | | | |
| | November 15, 2016 | Expenses during the MCWD 2016 Chess tournament | APV-2016-11-0136 | 6,109.00 | | 6,109.00 | 6,109.00 | | | | liquidation documents received |
| | November 11, 2016 | Cellphone/landline expenses of various employees. | APV-2016-11-0044 | 55,610.92 | | 55,610.92 | 55,610.92 | | | | liquidation documens received |
| | November 08, 2016 | melinibul sement of medical expenses of various employees.(J. Jippy Cañon, J. Montejo, L. Paredes, R. Quiñones, C. Rodríguez, R. Suson, S. Suson) | APV-2016-11-0024 | 8,981.85 | | 8,981.85 | 8,981.85 | | | | liquidation documens received Nov. 25, 2016 |
| | November 07, 2016 | | APV-2016-11-0016 | 1,151.00 | | 1,151.00 | | | | | liquidated 11/18/2016 |
| | November 07, 2016 | ne month | APV-2016-11-0021 | 1,755.25 | | 1,755.25 | | | | | |
| | November 02, 2016 | employees (T. Aniñon, Ma. J. Cadelina, J. Cesa, C. | APV-2016-10-0360 | 17,089.94 | | 17,089.94 | 17,089.94 | | | | liquidation documents received Nov. 25, 2016 |
| | October 28, 2016 | October 24, 2016 | APV-2016-10-0387 | 8,875.00 | | 8,875.00 | 8,875.00 | | | | liquidation documents received |
| | October 28, 2016 | cym rental & referee fee during the basketball tournament on October 28-29, 2016 Reimbursament of modical superson of tradeurs | APV-2016-10-0432 | 5,350.00 | | 5,350.00 | | | | | liquidated 11/18/2016 [REF: CR-2016-11-0022] |
| | October 26, 2016 | _ | APV-2016-10-0304 | 9,361.49 | | 9,361.49 | 9,361.49 | | | | liquidation documents received Nov. 25, 2016 |
| | October 24, 2016 | 7 | APV-2016-10-0300 | 4,200.00 | | 4,200.00 | 4,200.00 | | | | liquidation documents received |
| | October 21, 2016 | Travelling expenses of meter readers and bill distributors for the month of September 2016 | APV-2016-10-0298 | 144,277.47 | 144,277.47 | | | | | | liquidated 11/15/2016 |
| | October 20, 2016 | Cellphone/landline expenses of various employees | APV-2016-10-0248 | 23,999.00 | 23,999.00 | ı | | | | | liquidated 11/15/2016 |
| | | | | | | | | | | | |

BOOK NO.

ACCOUNT TITLE: Advances to Officers and Employees
ACCOUNT CODE: 127

REPORT ON AGEING OF CASH ADVANCES SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES AS OF NOVEMBER 15, 2016

| AGENCY CODE : | - METROPOLITAN CI | METROPOLITAN CEBO WATER DISTRICT | | 101/1 | TANOMA | | | | BOOK NO. ACCOUNT TITLE : ACCOUNT CODE : | | Advances to Officers and Employees 127 |
|---------------|------------------------|---|------------------|----------------------------|--------------------------|------------------------|----------------------|-------------------------------|---|---|--|
| NAME | DATE OF C/A GRANTED | PARTICULARS | REFERENCE | TOTAL AMOUNT GRANTED | AMOUNT LIQUIDATE D | OUTSTANDING BALANCE | LESS THAN 30 DAYS | AMOUNT DUE 31-60 61-3 DAYS DA | T DUE 61-365 DAYS | | . 0 |
| 40 | October 13, 2016 | Cellphone/landline expenses of various employees | APV-2016-10-0113 | 51,614.33 | 51,614.33 | 1 | | | | | |
| | October 12, 2016 | Reimbursement of medical expenses of various employees. (Ma. H. Aragones, J. Castro, J. Cesa, A. Chan, C. M. Chavez, I. Chu, G. Ebales, R. Gonzales, G. Holganza, M. Jaranilla, J. Labrada, W. Mahusay, R. Mata, R. Roa) | APV-2016-10-0140 | 20,627.14 | 20,627.14 | 1 | | | | | |
| | October 11, 2016 | Reimbursement of medical expenses of various employees. (J. Abing, C. Boroy, A. Caballero, e. Cabucos, C. Cerna, E. De Guzman, J. Gabriente, E. A. Guzman, S. Lipang, J. Montejo, A. Paraiso, R. Pulgo, I. Treyes, K. Villacarlos) | APV-2016-10-0042 | 25,888.25 | 25,888.25 | 1 | | | | | |
| | October 03, 2016 | Renewal of registration of vehicles w/ plate no. ending in zero(0) and Honda dream motorcycle w/ plate no. GL-1719 in addition to APV-2016-09-0046. | APV-2016-09-0330 | 29,020.42 | 29,020.42 | | | | | | |
| | October 03, 2016 | Reimbursement of medical expenses of various employees.(I. Chu, C. Lambo, A. Marata, N. Miole, L. Ruiz, L. Velos) | APV-2016-09-0356 | 9,479.27 | 9,479.27 | 1 | | | | | |
| | September 27, 2016 | Reimbursement of medical expenses of various employees. (R. J. Echavez, S. Lipang, D. M. Lopez, M. Radaza, M. Ramil, A. Ramil, C. Salgado, M. Sayson Jr., R. Tahadlangit, C. Taño) | APV-2016-09-0273 | 27,580.06 | 27,580.06 | ı | | | | | |
| | September 22, 2016 | Uniform allowance of M.J. Ruiz, R. Lumalis, V. Fuentes, R. Dacayana, R. Menchavez, A. Rabanes for the year 2016 | APV-2016-09-0239 | 30,000.00 | 30,000.00 | ı | | | | | |
| | | | | | | | | | | | |
| | | SUB- TOTAL | | 480,970.39 | 362,485.94 | 118,484.45 | 110,228.20 | , | , | | |
| 3.Others | | | | | | | | | | | |
| | November 15, 2016 | Allowance of caretakers detailed in Cabadiangan, Compostela for the month of October 2016 | APV-2016-11-0071 | 5,000.00 | | 5,000.00 | | | | - | |
| | November 14, 2016 | Caretakers allowance as detailed in Brgy. Buot-Taup & Sinsin, Cebu City for the month of October 2016 | APV-2016-11-0088 | 5,000.00 | | 5,000.00 | | | | | |
| | November 14, 2016 | Remuneration pay of pakiao worker assigned for the maintenance of various production facilities for the period October 2016 | APV-2016-11-0070 | 48,950.00 | | 48,950.00 | 48,950.00 | | | | |
| | November 07, 2016 | Remuneration pay of pakiao worker assigned for the maintenance of various production facilities for the period Octobe 16-31, 2016 | APV-2016-11-0015 | 12,300.00 | 12,300.00 | | | | | | |
| - | November 04, 2016 | Remuneration of pakiao workers assigned at the Nature's Family Park, Talamban, Cebu City for the period October 16-31, 2016 | APV-2016-11-0017 | 64,566.00 | 64,566.00 | · | | | | | |
| | November 04, 2016 | Remuneration of pakiao workers assigned at Cantipla, Brgy. Tabunan, Camp 4, and sitio Mac-ac, Pung-ol & Boot Reforestation project for the period from October 16-31, 2016 | APV-2016-11-0018 | 19,250.00 | 19,250.00 | 31 | | | | | |
| | November 04, 2016 | Salaries of 9 pakiao workers assigned at Jaclupan Greening Project for the period October 16-31, 2016 | APV-2016-11-0019 | 15,750.00 | 15,750.00 | 1 | | | | | |

Certified Correct:

GRAND TOTAL SUB- TOTAL

Verified by:

COA Audit Team Leader

Date Submitted:

Approved by:

1,144,022.86 524,094.53 619,923 33 60,672.08

NOEL R. DALENA
Agency Head

REPORT ON AGEING OF CASH ADVANCES
SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES
AS OF NOVEMBER 15, 2016 APV-2016-10-0327 REFERENCE TOTAL AMOUNT GRANTED 207,306.63 148,956.63 53,950- 48,950 -37,090.63 37,090.63 AMOUNT OUTSTANDING-LIQUIDATE BALANCE LESS THAN 30 DAYS

31-60 DAYS

61-365 DAYS

OVER 1 YEAR

REMARKS

liquidated 11/15/2016 [REF: CR-2016-11-0006]

AGENCY NAME : METROPOLITAN CEBU WATER DISTRICT AGENCY CODE :

NAME

DATE OF C/A GRANTED

PARTICULARS

October 26, 2016

Financial assistance from various employees - Court Order for the month of October 2016 (F. Ablanque, O. Balaba, A. Geromo, A. Limen, B. Baylosis, L. Radaza)

BOOK NO.

ACCOUNT TITLE: Advances to Officers and Employees

ACCOUNT CODE: 127

AMOUNT DUE