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November 26, 2021

## MR. CHRISMOND P. AGUINOD

OIC- Lead Auditor Commission on Audit Office of the Audit Team Leader-MCWD

Sir:

Transmitting herewith the Aging of Cash Advance Report as of November 15, 2021.

Thank you.

Respectfully yours,

ENGR. STEPHEN D. YEE MANAGER Acting General Manager

## REPORT ON AGING OF CASH ADVANCES SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES AS OF NOVEMBER 15, 2021 BOOK NO. AGENCY NAME : METROPOLITAN CEBU WATER DISTRICT AGENCY CODE : ACCOUNT TITLE: Advances to Officers and Employees ACCOUNT CODE: 127 AMOUNT DUE REMARKS TOTAL DATE OF C/A AMOUNT OUTSTANDING NAME **PARTICULARS** REFERENCE **AMOUNT** LESS THAN 31-60 61-365 **OVER** GRANTED LIQUIDATED BALANCE GRANTED 30 DAYS DAYS DAYS 1 YEAR A. Advances for Regular Disbursing Officer 1. LOCAL TRAVEL/OFFICIAL PURPOSE Cash advance for the essential needs of the Cabello Gracelyn October 31, 2021 school during opening of classes (Department APV-2021-10-0367 10,000.00 10,000.00 10,000.00 liquidated on Nov 22,2021 of Education - Brigada Eskwela 2021-2022) Cash advance of materials to be used for Cabello Gracelyn November 15, 2021 APV-2021-11-0029 15,000.00 15,000.00 15.000.00 Clean Up Drive in Casili Reservoir Cash advance for site inspection Acceptance as the Single Calculated Responsive Bidder for the Supply and Delivery of Water Truck Diola Michael November 11, 2021 APV-2021-11-0115 5,886.00 5,886.00 5,886.00 (10,000 Lit Cap) under PR No. 28091-001going to Manila, Caloocan and Mandaluyong Cash advance for the travel of site inspection Acceptance as the Single Calculated Responsive Bidder for the Supply and November 11, 2021 APV-2021-11-0116 5.886.00 5.886.00 5.886.00 Espina Emmanuel Delivery of Water Truck (10,000 Lit Cap) under PR No. 28091-001 going to Manila, Caloocan and Mandaluyong Cash Advance for the travel of to conduct site inspection Acceptance as the Single Calculated Bidder for the Supply and Delivery 5,886.00 5,886.00 5,886.00 APV-2021-11-0100 Tercero Garry November 9, 2021 of Water Truck (10,000 Lit Cap) under PR No. 28091-001 SUB - TOTAL 42,658.00 42,658.00 42,658.00

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				REPORT O	N AGING OF CAS	H ADVANCES						
SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES .												
AS OF NOVEMBER 15, 2021												
AGENCY NAME : METROPOLITAN CEBU WATER DIST		TRICT							воок но.			
AGENCY CODE :									ACCOUNT TIT	ACCOUNT TITLE: Advances to Officers and Employees		
									ACCOUNT CODE: 127			
NAME		DATE OF C/A GRANTED	PARTICULARS	REFERENCE	TOTAL AMOUNT GRANTED	AMOUNT LIQUIDATED	OUTSTANDING BALANCE	AMOUNT DUE				REMARKS
								LESS THAN	31-60	61-365	OVER	
								30 DAYS	DAYS	DAYS	1 YEAR	
3.5. SSS Loan												7-4
Obierez, Jewel		October 1992	SSS loan		13,973.97		13,973.97				13,973.97	Accountable employee cannot be located. (See attached letter returned by courier).
			SUB - TOTAL		13,973.97		13,973.97	-		-	13,973.97	
3.6. Car Loan												
Redoble, Primo		January 1995	Car loan		13,441.19	-	13,441.19				13,441.19	Demand letter sent. Employee no longer connected with the company.
			SUB - TOTAL		13,441.19		13,441.19	-		-	13,441.19	
			GRAND TOTAL		395,956.09		395,956.09	51,470.75	-	21,000.00	323,485.34	
Certified Correct :			PIA MAE S. BARNIDO  Acting Manager-FMD  EDGAR H. DONOSO  AGN FOR FINANCE				Approved by:	STEPHEN Acting Gener	/_			
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		Date Submitted:										
			COA Audit Team Leader									