

SCHEDULE OF CASH ADVANCES TO OFFICERS AND EMPLOYEES (123ca)
As of November 15, 2017

Preliminary Report

NAME OF EMPLOYEE/ OFFICER	AMOUNT GRANTED	DATE GRANTED	AMOUNT	1-30 DAYS	31-60 DAYS	OVER 60 DAYS	PARTICULARS	REMARKS
Agulto, Antonio	1,500.00	11-06-17	1,500.00	1,500.00			Pre-travel allowance re: 7th Asia Design Sharing Council Meeting on 8-10 November 2017 in Seoul, Korea.	Liquidation in process
Agulto, Antonio	31,618.98	11-07-17	31,618.98	31,618.98			US\$ 612 for the daily subsistence allowance re: 7th Asia Design Sharing Council Meeting on 8-10 November 2017 in Seoul, Korea.	Liquidation in process
Bagayas, Zharita		10-02-17	104,525.74		104,525.74		US\$ 2,035 for the daily subsistence allowance re: ANUGA 2017 on 7-11 October 2017 in Cologne, Germany.	Liquidation in process
Buyao, Malerna		10-19-17	51,101.79		51,101.79		Purchase of sanitary/medicine supplies, digital recorder, emergency flashlight , whistles and etc.	Liquidation in process
Catly, Leona Paula		10-09-17	50,000.00		50,000.00		Purchase of props for the special setting of Now Generative Weaves & Design Commune during MFI-O 2017.	Liquidation in process
Erese, Gesille Anne	1,500.00	11-06-17	1,500.00	1,500.00			Pre-travel allowance re: 7th Asia Design Sharing Council Meeting on 8-10 November 2017 in Seoul, Korea.	Liquidation in process
Erese, Gesille Anne	31,618.98	11-07-17	31,618.98	31,618.98			US\$ 612 for the daily subsistence allowance re: 7th Asia Design Sharing Council Meeting on 8-10 November 2017 in Seoul, Korea.	Liquidation in process
Gonzales, Reynaldo		10-19-17	24,598.50		24,598.50		Purchase of supplies and materials for the MFI-O 2017.	Liquidation in process
Madrid, Leonides	50,000.00	11-06-17	25,000.00	25,000.00			Vehicle/Van rental for the CITEM Year-End Planning Session on November 8-11, 2017 in Cebu.	Liquidation in process
Soriano, Luzviminda		10-19-17	30,830.00		30,830.00		Meals and miscellaneous expenses of the fly-in journalists, Int'l. and local media for the MFI-O 2017.	Liquidation in process
Udarbe, Jewel Udarbe, Jewel	51,000.00	11-02-17	51,000.00	51,000.00			Various expenses for the CITEM Year-End Planning Session on November 8-11, 2017 in Cebu.	Liquidation in process
	<u>167,237.96</u>		<u>403,293.99</u>	<u>142,237.96</u>	<u>261,056.03</u>	<u>-</u>		

Prepared by:

Edna G. Go
Edna G. Go
Senior Bookkeeper

Noted by:

Ma. Lurdes D. Mediran
Ma. Lurdes D. Mediran
Deputy Executive Director

Validated/Verified by:

Choha U. Gabronino
Choha U. Gabronino
State Auditor IV/Audit Team Leader

Current outstanding cash advance (November 2017)	403,293.99
Add:	
Long outstanding cash advances(JEV# 14-04-06)	<u>1,378,924.76</u>
	<u>1,782,218.75</u>

* Excluding dormant cash advances amounting to P 1.4M with age over 10 years, requested for write-off.