

REPORT OF AGEING OF CASH ADVANCES
Schedule of Advances to Officers and Employees
As of October 31, 2013

Agency Name: **DEPARTMENT OF LABOR AND EMPLOYMENT Regional Office No. I**
 Agency Code: **BO783**

Book No.: _____
 Account Title: **Advances to Officers and Employees**
 Account Code: **148**

Name	Date CA granted	Particulars	Reference	Total Amount	Amount Due				Remarks <small>(state date of liquidation and reason why if liquidated after the cut-off date)</small>
					Less than 30 days	31-60 days	61-365 days	Over 1 year	
A. Advances for Special Purposes									
1. Local Travel				10,400.00					Due on 12/15/2013
- Ethel Saliendra	October 30, 2013	Training & Org'l. Dev't. Prog. of NRCO personnel on 11/4-15/2013 in Manila							
2. Special Activities/Projects									
- Violeta Buenaventura	September 30, 2013	Wages of workers under the Emergency Employment Program		253,000.00					Liquidated on 11/06/13
- Teresa Bonavente	September 30, 2013	Wages of workers under the Emergency Employment Program		1,138,500.00					Liquidated on 11/13/13
- Emmanuel Hagad	December 28, 2012	LCE Orientation on Employment Program		(Bal.) 178,960.00			178,960.00		Sched. of activity was reset on a later date.
- Enriqueta Picardal	December 1997	Year-End Assessment and Corplanning and Christmas Program Expenses		(Bal.) 18,790.50				18,790.50	
B. Advances to Regular									
Disbursing Officers									
- Aida G. Beltran	September 12, 2013	Expenses for the RCAC on 9/18-19/2013		(Bal.) 7,448.05		7,448.05			Liquidated on 11/14/13
TOTALS:				1,607,098.55	-	7,448.05	178,960.00	18,790.50	

Certified Correct:

Approved by:

Verified by:


ELVIRA Z. CABATIC
 Accountant III


GRACE Y. URSUA
 Regional Director


BELLA E. AQUISAP
 State Auditor III

Date Submitted: _____