Partido Development Administration
Created Under R.A. 7820

Report on Ageing of Cash Advances
Schedule of Advances to Officers and Employees
As of November 30, 2014

Agency Name : **PARTIDO DEVELOPMENT ADMINISTRATION**
Agency Code : ______________________

Book no.:______________________
Account Title: Due From Officers & Employees
Account Code: 123

NAME	DATE CA GRANTED	PARTICULARS	REFERENCE	TOTAL AMOUNT	AMOUNT DUE				REMARKS
					Less than 30 days	31-60 days	61-365 days	Over 1 year	
A. Advances for Special Purposes									
1. Local travel									
JOEL CANTOR	November 5, 2014	TO#2014-11882 dtd. 11.4.14 travel to Siruma on November 10-15 & 17-21,2014	Ck#45554	6,010.00	6,010.00				
RAMON F. FUENTEBELLA	November 10, 2014	TO#2014-10-859 dtd. 10.28.14 travel to Legazpi on Nov. 11-15,2014	Ck#45578	7,140.00	7,140.00				
OSCAR BENECIO PEÑAFLORIDA	November 10, 2014	TO#2014-10-859 dtd. 10.28.14 travel to Legazpi on Nov. 11-15,2014	ck#45582	10,140.00	10,140.00				

SEM ASUG	November 12, 2014	TO#2014-11-026 dtd. 11.10.14 travel to Garhitorena,Presentacion & Siruma on November 18-18,25-28 &12/1-12,2014	ck#45617	3,370.00	3,370.00					
MMANUEL GLENN SANCHO	November 12, 2014	TO#2014-11-026 dtd. 11.10.14 travel to Garhitorena,Presentacion & Siruma on November 18-18,25-28 &12/1-12,2014	Ck#45637	3,370.00	3,370.00					
ARMANDO MEDINA	November 19, 2014	TO#2014-11-922 dtd. 11.18.14 travel to Caramoan on November 20-21,2014	Ck#45653	400.00	400.00					
ALLAN FORMALEJO	November 19, 2014	TO#2014-11-922 dtd. 11.18.14 travel to Caramoan on November 20-21,2014	Ck#45654	400.00	400.00					
CHARLIE BALAGTAS	November 21, 2014	TO#2014-11-928 dtd. 11.19.14 travel to Manila on Nov. 23-28, 2014	Ck#45667	3,640.00	3,640.00					
ROSA B. CATOLICO	November 21, 2014	TO#2014-11-928 dtd. 11.19.14 travel to Manila on Nov. 23-28, 2014	Ck#45669	10,440.00	10,440.00					
ISAGANI BRITA	November 21, 2014	TO#2014-11-928 dtd. 11.19.14 travel to Manila on Nov. 23-28, 2014	Ck#45668	3,440.00	3,440.00					
RAMON F. FUENTEBELLA	November 21, 2014	TO#2014-11-928 dtd. 11.19.14 travel to Manila on Nov. 23-28, 2014	Ck#45670	11,240.00	11,240.00					

ROLANDO FLORENTINO LOPEZ	November 21, 2014	TO#2014-11-928 dtd. 11.19.14 travel to Manila on Nov. 23-28, 2014	Ck#45671	3,640.00	3,640.00				
1. Foreign Travel									
2. Special Activities Projects									
A. Advances to Regular Disbursing Officers									
1. Payroll									
2. Seminar/ Conference									
3. Expenses									
TOTAL				63,230.00	63,230.00				

Certified Correct:

MAGDALENA R. PORTEM
Head, Accounting Officer

Approved by:

ROSA B. CATOLICO
Head of Agency

Verified by:

MAREDITH ABRAZAL
COA, Resident Auditor