

**Report on Ageing of Cash Advance  
Schedule of Advances to Officers and Employees  
As of November 15, 2016**

Agency Name: **BAYAWAN WATER DISTRICT**  
Agency Code: **221**

Book No: \_\_\_\_\_  
Account Title: **Advances to Officers & Employees**  
Account Code: \_\_\_\_\_



Name	Date CA Granted	Particulars	Reference	Total Amount	Amount Due				Remarks (State date of liquidation and reason why if unliquidated at the cut-off date)
					Less than 30 days	31-60 days	61-365 days	Over 1 year	
A. Advances for Special Purposes									
1. Local Travel									
2. Foreign Travel:									
a.) Preciosa T. Maturan	10/14/2016	For travel to Vietnam, to attend VIETWATER 2016 Expo and Forum in Saigon Exhibition & Convention Center (SECC) Ho Chi Minh City on Nov 8-14, 2016 as per T.O# 2016-10-272		77,868.30	77,868.30				November 17, 2016 - Unliquidated at the cut-off date because date of travel is from Nov 8-14, 2016 and still on the process of liquidation after the cut off date.
3. Special Activities / Projects									
4. Others:									
a.) H. Octavio		No Subsidiary Record On File		750.00			750.00		Previous Management
b.) F. Plume		No Subsidiary Record On File		250.00			250.00		Previous Management
c.) Arjocena Montenegro		No Subsidiary Record On File		12,025.50			12,025.50		Previous Management
d.)Unclassified Accounts		No Subsidiary Record On File		184,005.92			184,005.92		Previous Management
B. Advances to Regular Disbursing Officers									
1. Payroll									
2. Seminars / Conferences									
Expenses									
<b>TOTALS</b>				<b>274,899.72</b>	<b>77,868.30</b>		<b>197,031.42</b>		

Certified Correct:   
**CANDY A. REMOTINA, CPA**  
Head, Accounting Office

Approved by:   
**ALMA L. ABRASALDO**  
Agency Head

Verified by: **JELU G. GELA**  
COA Audit Team Leader

Date Submitted: \_\_\_\_\_