

City Officials and Employees with Outstanding Cash Advance
As of September 2020

NAME OF DEBTOR	AMOUNT BALANCE	Date Granted	Check No.	PURPOSE	Amount Due						Remarks
					Current			Past Due			
					Less than 30days	31-90days	91-365days	Over 1Year	Over 2Years	3Years and Above	
GENERAL FUND											
Alfonso, Erwin	324,100.00	31-Mar-20	Chk# 843321	To record Cash Advance for the purchase of various medical supplies and personal protective equipment of our frontliners deployed in the whole Muntinlupa City rendering security and medical services for the COVID 19 Disease Outbreak Management.			324,100.00				
Arciaga, Julieta	25,797.00	5-Mar-20	Chk# 842758	To record Cash Advance for Plane Ticket and per diem of the 5 participants in the upcoming 15th National Convention and Annual Seminar on Real Property Appraisal and Assessment of the Philippine Association of Assessing Officers Inc. of 5 personnel of the Office of the City Assessor on March 24-27, 2020 at the Ilo-Ilo Convention Center, Megaworld Boulevard, Mandurriao, Ilo-Ilo City, Philippines.			25,797.00				Remaining amount were paid to airlines; waiting for refund
Fresnedi, Jaime R.	13,780,187.05	24-Jul-20	Chk#850728	To record cash advance of Confidential Fund for 3rd Quarter of CY 2020		13,780,187.05					Liquidated Oct2020
Lazarte, Annaliza	(400.00)	3-Apr-14	Chk# 631477	Refund - Free Pap Smear Activity Payroll OR#5514324						(400.00)	
Lazarte, Annaliza	503.00	2-Nov-15	Chk# 688103	Cash Advance to defray expenses for the Halloween Tric or Treat October 30, 2015.						503.00	
Lazarte, Annaliza	58,500.00	8-Apr-16	Chk# 703660	CASH ADVANCE to defray expenses for Peace Covenant Ceremony on April 7, 2016 at Our Lady of the Abandoned Parish Muntinlupa						58,500.00	
Lazarte, Annaliza	10,057.50	16-Mar-20	Chk# 843195	To record Cash Advance for Allowance of Student Assistants of Colegio de Muntinlupa for the period of February 23 - March 7, 2020.			10,057.50				
Lazarte, Annaliza	3,000.00	8-Jun-20	Chk# 849258	To record Cash Advance for the Social Pension of indigent senior citizens of Muntinlupa City for the 1st to 4th quarter of CY 2019 and 1st sem of CY2020			3,000.00				Refunded under OR#9416475 Oct2020
Lazarte, Annaliza	684,000.00	18-Jun-20	Chk#849371	To record cash advance for distribution of Allowances to Students Qualified for CREATE under the New Financial Assistance Programs 2nd Semester A.Y. 2019-2020.			684,000.00				
Lazarte, Annaliza	1,263,000.00	18-Jun-20	Chk#849372	To record cash advance payment of Allowances to Students Qualified for ACE (Academic Commitment for Excellence) Bracket A & B under the New Financial Assistance Programs for the 2nd Semester A.Y. 2019-2020 2nd Batch.			1,263,000.00				
Lazarte, Annaliza	234,000.00	28-Jul-20	Chk# 850774	To record Cash Advance of Additional Allowance of 156 personnel of MuntinlupaFore Department for the month of July 2020.		234,000.00					
Lazarte, Annaliza	114,000.00	18-Aug-20	Chk# 851109	To record Cash Advance of Additional Allowance of 152 personnel of Muntinlupa Fire Department for the month of July 2020.		114,000.00					
Lazarte, Annaliza	750.00	10-Sep-20	Chk# 851670	To record cash advance payment of Incentive Allowance of PNP personnel for the month of July, 2020.	750.00						Refunded under OR#9416460 Oct2020
Lazarte, Annaliza	43,700.00	10-Sep-20	Chk# 851671	To record cash advance Honorarium of Mediators for the month of June, 2020.	43,700.00						
Lazarte, Annaliza	1,150.00	10-Sep-20	Chk# 851673	To record cash advance for the Allowance for the Training and Education Division Personnel for the month of July, 2020.	1,150.00						Refunded under OR#9416463 Oct2020
Lazarte, Annaliza	414,500.00	10-Sep-20	Chk#851674	To record cash advance payment for Monthly Allowance of PNP personnel for the month of July, 2020.	414,500.00						
Lazarte, Annaliza	1,150.00	10-Sep-20	Chk# 851675	To record cash advance for the Allowance for the Training and Education Division Personnel for the month of August, 2020.	1,150.00						Refunded under OR#9416462 Oct2020
Lazarte, Annaliza	926,000.00	15-Sep-20	Chk# 851916	To record cash advance of Senior Citizens aged 80 to 89 years old under the Octogenarian Program for the month of Jan to March2020.	926,000.00						
Lazarte, Annaliza	4,221,500.00	15-Sep-20	Chk# 851918	To record cash advance of Senior Citizens aged 80 to 89 years old under the Octogenarian Program for the month of Apr to June2020	4,221,500.00						
Lazarte, Annaliza	11,500.00	21-Sep-20	Chk# 851924	To record cash advance Honorarium for the members of Colegio de Muntinlupa Board of Trsutees for the 15th CDM BOT Meeting held at the Muntinlupa City Hall AVR last August 12, 2020.	11,500.00						
Lazarte, Annaliza	750.00	21-Sep-20	Chk# 851956	To record cash advance payment of Incentive Allowance of PNP personnel for the month of August, 2020	750.00						Refunded under OR#9416461 Oct2020
Lazarte, Annaliza	411,500.00	21-Sep-20	Chk# 851957	To record cash advance payment for Monthly Allowance of PNP personnel for the month of August, 2020.	411,500.00						
Lazarte, Annaliza	(31,809.00)	24-Sep-20		Receipt of refund from Cash Advances 9401414	(31,809.00)						For October Adjustment
Lazarte, Annaliza	5,000,000.00	25-Sep-20	Chk# 852788	To record Cash Advance for Ordinance No. 2020-124 (An Ordinance Granting Financial assistance in the amount of Twenty ThousandPesos (Php 20,000.00) for each affected City Gov't employee who was laid-off due to rightsizing as a consequence of economic downturn brought about by the Covid19 Pandemic) for the month of September 2020.	5,000,000.00						

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Lazarte, Annaliza	303,000.00	29-Sep-20	Chk# 852887	To record Cash Advance for Monthly Allowance of Senior Citizens aged 90 years old and above under the Handog Kalinga Program for the month of August 2020.	303,000.00						
Lazarte, Annaliza_Payroll.GF	2,369.26	13-Mar-15	Chk# 664358	CASH ADVANCE of Salaries & Wages , Allowance of Casual & Contractual Employees for the payroll period covered Feb 26-March 10,2015						2,369.26	
Lazarte, Annaliza_Payroll.GF	50.00	6-Oct-15	Chk# 681743	Cash Advance of the Muntinlupa Care Card Operations Data Encoders for the period of June 1-30 & July 1-15,2015.						50.00	
Lazarte, Annaliza_Payroll.GF	1,672.50	31-Oct-15		To adjust entry on JEV-2015-10-025190 - liquidation of cash advance for scholarship grant per MSP Program						1,672.50	
Lazarte, Annaliza_Payroll.GF	2,250.00	10-Dec-15	Chk# 689656	To record Addition Cash Advance for the Allowance for the training and Education Personnel (BUCOR) for the month of Nov. 1-31,2015.						2,250.00	
Lazarte, Annaliza_Payroll.GF	5,000.00	16-Dec-16	Chk#728157	Cash Advance of Annaliza Lazarte for Additional Salary of Kabalikat Tunasan&Cupang for the period Nov.16-30, 2016.						5,000.00	
Lazarte, Annaliza_Payroll.GF	3,250.00	22-Dec-16	Chk#72850	Cash Advance for the Additional Cash Advance for the Salaries of Kabalikat sa Kalinisan Cupang for the period Dec. 01-15, 2016.						3,250.00	
Lazarte, Annaliza_Payroll.GF	50.00	2-Oct-17	Chk# 760583	To record payment of Salaries and Wages Allowance of Casual & Contractual Employees for the payroll period September 11-25, 2017.					50.00		
Lazarte, Annaliza_Payroll.GF	115,910.00	21-Feb-20	Chk#842225	To record cash advance Allowance of Himig Muntinlupa Chorale for the month of January, 2020			115,910.00				
Lazarte, Annaliza_Payroll.GF	9,750.00	17-Apr-20	Chk #848502	To record Cash Advance of Additional Payroll for the month of March 2020 of Kabalikat sa Kalinisan payroll.			9,750.00				
Lazarte, Annaliza_Payroll.GF	203,548.52	17-Jul-20	Chk#850536	To record cash advance for refund of GSIS Loans for the month of June 2020.		203,548.52					Refunded under OR#9416453&9416478 Oct2020
Lazarte, Annaliza_Payroll.GF	31,809.00	27-Aug-20	Chk#851222	To record cash advance payment for Special Risk Allowance (SRA) of Regular and Casual Employees for the month of March 17 to 31, 2020 to April 01 to 30, 2020.		31,809.00					For October Adjustment
Lazarte, Annaliza_Payroll.GF	4,500.00	4-Sep-20	Chk#851390	To record cash advance additional payment for Hazard Pay of Job Order (BHW) and Contractual 30 Employees of City Health Office for the month of May to July, 2020.	4,500.00						Refunded under OR#9416454 Oct2020
Lazarte, Annaliza_Payroll.GF	29,000.00	4-Sep-20	Chk#851391	To record cash advance additional payment for Covid 19 Hazard Pay of Job Order Employees for the month of March 17 to May 15, 2020.	29,000.00						Refunded under OR#9416456 Oct2020
Lazarte, Annaliza_Payroll.GF	9,809.42	4-Sep-20	Chk#851392	To record cash advance additional payment for Hazard Pay of Casual Employees of the City Health Office for the month of May to July, 2020.	9,809.42						Refunded under OR#9416455 Oct2020
Lazarte, Annaliza_Payroll.GF	6,000.00	4-Sep-20	Chk#851393	To record cash advance additional payment for Covid 19 Hazard Pay of Employees for the month of March 17 to May 15, 2020	6,000.00						Refunded under OR#9416458/9416459 Oct2020
Lazarte, Annaliza_Payroll.GF	304,000.00	15-Sep-20	Chk# 851917	To record Cash Advance for Additional Covid19 Hazard Pay of Regular and Casual Employees for the month of May 1-15, 2020.	304,000.00						
Lazarte, Annaliza_Payroll.GF	12,981.04	28-Sep-20	Chk#852789	To record cash advance payment for Hazard Pay of City Health Office for the month of August, 2020.	12,981.04						Refunded under OR#9416452 Oct2020
Lazarte, Annaliza_Payroll.GF	7,304,855.91	29-Sep-20	Chk#852918	To record Cash Advance of salaries and wages, allowance of Casual & Contractual Employees for the period covered September 11-25, 2020	7,304,855.91						Liquidated Oct2020
Lazarte, Annaliza_Payroll.GF	911,933.24	29-Sep-20	Chk# 852919	To record Cash Advance of salaries and wages of Regular Employees and Councilors (NON-ATM) for the period covered September 1-15, 2020	911,933.24						Liquidated Oct2020
Lazarte, Annaliza_Payroll.GF	(5,854.49)			For Adjustment						(5,854.49)	
Lazarte, Annaliza_Payroll.OsMun	3,385.90	17-May-13	Chk#96710	To record Cash Advance for Hazard Pay of detailed employees of OSMun for the month of March 2013						3,385.90	
Lazarte, Annaliza_Payroll.OsMun	1,143,109.38	16-Jul-20	Chk#170254	To record refund for GSIS Moratorium of Employees of Ospital ng Muntinlupa for the payroll period of June 15, 2020.		1,143,109.38					
Lazarte, Annaliza_PLMun	47,700.00	5-Mar-20	Chk# 58356729	To record payment for Honorarium of Board of Regents for the meeting held on January 17, 2020 as per City Ordinance No. 03-089.			47,700.00				
Lazarte, Annaliza_PLMun	980,000.00	23-Jun-20	Chk# 806904	To record Cash advance for payment of TES Incentives from CHED to PLMUN student beneficiaries for Academic Year 2019-2020 chargeable to TES-CHED Trust Fund received under OR No. 9292468 dated June 1, 2020.			980,000.00				
Lazarte, Annaliza_PLMun	34,960.00	24-Aug-20	Chk# 58356799	To record payment for Honorarium of Board of Regents for the meetings held on May 28, 2020 as per City Ordinance No. 03-089.		34,960.00					
Lazarte, Annaliza_PLMun	18,175.00	16-Sep-20	Chk# 58356822	To record payment of Salaries and wages for Part-time Faculty, Casual with Excess Load and Job Order for the period August 23 - September 7, 2020.	18,175.00						

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Lazarte, Annaliza_PLMun	390,062.50	30-Sep-20	Chk# 58356834	To record payment of Salaries and wages for Part-time Faculty and Job Order for the period of September 8-22, 2020.	390,062.50						
Medina, Antonietta Pablo	150,000.00	26-Feb-20	Chk#842306	To record cash advance to defray expenses for the attendance of three (3) RTC Judges in the International Association of Women Judges 15th International Biennial Conference entitled "Celebrating Diversity" in Auckland, Aotearoa, New Zealand on May 07to10 2020.			150,000.00				
Meneses, Cynthia_PLMun	25,600.00	10-Sep-20	Chk# 58356812	To record Cash advance for the reviewers' fee for the In-House Review Program for Criminology Licensure Exam to be held on September 5, 6, 12, 13, 19, 20, 26 & 27, 2020.	25,600.00						
Ventura, Rose Ann Lorraine	30,840.00	4-Mar-20	Chk#842683	To record cash advance for February 2020 Fringe Benefits (Extra Essentials) of Public Schools Elementary/Secondary Principal and DepEd-Muntinlupa Officials			30,840.00				For Reconciliation
Ventura, Rose Ann Lorraine	5,520.00	13-Jul-20	Chk#850288	To record cash advance for June 2020 Fringe Benefits (Extra Essentials) of Public Schools Elementary/Secondary Principal and DepEd-Muntinlupa Officials		5,520.00					Refunded under OR#9401444 Oct2020
Ventura, Rose Ann Lorraine	5,520.00	3-Sep-20	Chk#851275	To record Cash Advance for July 2020 Fringe Benefits (Extra Essentials) of Public Schools Elementary / Secondary Principal and DepEd-Muntinlupa officials.	5,520.00						Refunded under OR#9401445 Oct2020
Ventura, Rose Ann Lorraine	5,520.00	25-Sep-20	Chk#852713	To record Cash Advance for August 2020 Fringe Benefits (Extra Essentials) of Public Schools Elementary / Secondary Principal and DepEd-Muntinlupa officials.	5,520.00						Refunded under OR#9416467 Oct2020
Veron, Alvin	17,700.00	26-Aug-20	Ck#851157	To record Cash Advance1. (Unclaimed Batch 3) High School Students and Elementary Learners Program (HELP) 3rd tranche of disbursement S.Y. 2019-2020		17,700.00					Refunded under OR#9401440 Oct2020
39,611,412.73					20,331,648.11	15,564,833.95	3,644,154.50	-	50.00	70,726.17	
SPECIAL EDUCATION FUND											
Lazarte, Annaliza_Payroll.SEF	4,800.00	30-Sep-13		To correct entry on JEV-2010-12-001655 - Honorarium of PES Teacher during SK Registration paid under GF						4,800.00	
Lazarte, Annaliza_Payroll.SEF	63,206.74	27-Jul-20	Chk#800236	Cash Advance of Annaliza Lazarte for the Refund of GSIS Loan for the month of June, 2020.		63,206.74					
Lazarte, Annaliza_Payroll.SEF	483,437.15	29-Sep-20	Chk#800316	Cash Advance of Annaliza Lazarte for the Salaries & Wages of SEF Employees for the period September 11-25, 020.	483,437.15						
Lazarte, Annaliza_SEF	315,000.00	5-Mar-20	Chk#799748	Cash Advance of Annaliza Lazarte for the Educational Research Assistance of Public School Teachers of SDO - City of Muntinlupa for the month of January, 2020.			315,000.00				
Lazarte, Annaliza_SEF	2,507,000.00	22-Sep-20	Chk#800493	Cash Advance of Annaliza Lazarte for the Educational Research Assistance (ERA) of Public Elementary and Secondary School Teachers of Muntinlupa for the month of June, 2020.	2,507,000.00						
3,373,443.89					2,990,437.15	63,206.74	315,000.00	-	-	4,800.00	
TOTAL OUTSTANDING CASH ADVANCE AS OF SEPTEMBER 2020					42,984,856.62	23,322,085.26	15,628,040.69	3,959,154.50	-	50.00	75,526.17


MELANIA M. CASANOVA
 City Accountant

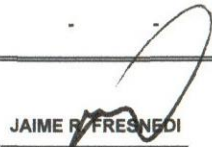

JAIME R. FRESNEDI
 Local Chief Executive

Other Receivables City Officials and National Employees

As of September 2020

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GENERAL FUND										
Arceo, Demetrio	8,333.00	31-Jan-08	Reclassification of entry on cash advance of Demetrio Arceo - forwarded balance - CY 2004						8,333.00	
Arciaga, Rafael	100,000.00	31-Jan-08	Reclassification of entry on Cash advance of Arciaga, Rafael re: Financial assistance to Fire victims of Buli - 1/30/1998 - DV#101-9801-1038						100,000.00	
Baltazar, Hector	15,617.76	31-Jan-08	Reclassification of entry on Cash Advance of Hector Baltazar (forwarded balance of CY2004) Bal. for the year 1993 1,617.76 Client First Aide 5,000.00 Seminar on Procedures & Guidelines 9,000.00 total P15,617.76						15,617.76	
Carunio, Ernesto	12,000.00	31-Jan-08	Reclassification of entry on Cash Advance of Ernesto Carunio from 103 to 148 (forwarded balance of CY2004)V#9405-382, - CA for Cityhood Campaign						12,000.00	DECEASED; Relief documents on process
Dionido, Jacinta	178,923.90	31-Jan-08	Reclassification of entry on cash advance of Jacinta Dionido from 103 to 148;3/1996 - V#9606-3903 - Ch#88483 - P78,896.90; P41,750.00 8/10/2000 - V#2000-08 -6368 - Ch#169798; P40,750.00 - Massive Rescue Operation on St. Children8/10/2000 - V#2000-08-6461 - Ch#169891; P17,527.00 - Transportation Assistance to 10 families						178,923.90	
Flores, Manuel P.	8,925.00	31-Jan-08	Reclassification of entry for Cash Advance of Manuel Flores from 103 to 148; 6-Sep-05 - Paggupulong kaugnay sa nilalaman ng Memorandum Order No. 118 on August 26, 2005 - 20% CDF - Ch#345175 - JEV#2005-09-019232 - P 4,125.00; Ugnayan sa Kooperatiba August 27, 2005 at PEDHS Alabang Munt. City - 20% CDF - Ch#345185 - JEV#2005-09-019235 - P4,800.00; To correct entry on Refund of Cash Advance - Conrol #83-OR#454143						8,925.00	
Lerma, Alberto	50,000.00	25-Apr-07	Seminar on April 22 to 26, 2007 in Los Angeles California - ALBERTO LERMA - Charge to 200-Travelling Exp-Foreign/City Prosecutor JEV-2007-04-006590 - P50,000.00						50,000.00	No contact number nor known address as per the Branch Clerk of Court
Rios, Miguel Luis	30,000.00	1-Jan-05	Calamity Victim of Typhoon Rosing						30,000.00	
Tan, Romy	12,000.00	1-Jan-05	Cityhood Campaign						12,000.00	DECEASED; Relief documents on process
	415,799.66			-	-	-	-	-	415,799.66	
TRUST FUND										
Baltazar, Hector	19,053.30	30-Nov-08	To reclass entries on CA of resigned employees from Advance to Officers and Employees (148) to Other Receivables (149)						19,053.30	
Gedeson, Elsa	5,064.00	30-Nov-08	To reclass entries on CA of resigned employees from Advance to Officers and Employees (148) to Other Receivables (149)						5,064.00	
	24,117.30			-	-	-	-	-	24,117.30	
SPECIAL EDUCATION FUND										
Balbaguio, Felix	35,340.00	1-Jan-05	To set-up the beginning balances of Special Education Fund as of January 01, 2005						35,340.00	DECEASED; Relief documents on process
Fe, Faz L.	69,910.00	12-May-05	Cash Advance of Mauro De Gulan for the Palarong Pambansa 2016 to be held at Albay, Bicol on April 06-17, 2016.						69,910.00	
Fe, Faz L.	273.00	9-Jun-05	National Convention & Planning of Physical Facilities Coordinators & DepEd Engineers to be held at Iloilo Grand Hotel, Iloilo City on May 31 to June 2, 2005.						273.00	
Fe, Faz L.	6,820.00	26-Sep-05	4th AOADE National Convention & Seminar Workshop on Sept. 27-29, 2005 at Teachers Camp, Baguio City.						6,820.00	
Fe, Faz L.	1,640.00	13-Oct-05	Seminar Workshop on the Prevention of Violence Against Women (Prevention of Sexual Harassment in the Workplace) at Legenda Hotel, Subic, Olongapo City on Oct.11-14, 2005.						1,640.00	
Fe, Faz L.	2,638.00	27-Oct-05	2005 National Educator's Congress with the Theme : The Cutting Edge of Schools & Communities to be held at Grand Men Seng Hotel, Davao City on Nov. 07-09, 2005						2,638.00	
Fe, Faz L.	49,060.00	11-Oct-06	Training entitled " Seven Laws of Teachers" to be held at Division Office Conference room on the 4 Saturdays of Oct. 2006.						49,060.00	
Fe, Faz L.	5,000.00	17-Oct-08	Cash Advance of Fe L. Faz for the Seminar on Practical English Communication Training for Non-Teaching Personnel to be held on Oct. 14-16, 2008.						5,000.00	
Fe, Faz L.	7,500.00	4-Dec-09	Cash Advance of Fe L. Faz for the Moral Recovery Congress on Nov. 26-27, 2009 to e held at DepEd Ecotech Center, Lahug, Cebu City.						7,500.00	
Fe, Faz L.	(25,000.00)	1/31/2008	Error - For Adjustment						(25,000.00)	
Inciong, Virgilio	675.00	31-Jan-08	Reclassification of entry on cash advance of Virgilio Inciong - forwarded balance - CY 2004						675.00	
	153,856.00			-	-	-	-	-	153,856.00	
TOTAL OUTSTANDING CASH ADVANCE AS OF SEPTEMBER 2020									593,772.96	


MELANIA M. CASANOVA
 Accountant


JAIME R. FRESNEO
 Local Chief Executive