

UNLIQUIDATED CASH ADVANCES

REGION: NATIONAL CAPITAL REGION
 PROVINCE: METROL MANILA
 CITY/MUNICIPALITY: MUNTINLUPA

CALENDAR YEAR: 2023
 QUARTER: 4

Name of Debtor (in alphabetical order)	Amount Balance	Date Granted	Purpose	Amount Due					
				Current			Past Due		
				Less than 30 days	31-90 days	91-365 days	Over 1 year	Over 2 years	3 years and above
GENERAL FUND									
AMION, ERICKSON ALIBUTUD	591.00	3-Nov-23	To record Cash advance for the attendance to the 59th Psychological Association of the Philippines Convention on September 21-23, 2023 at Legazpi City Convention Center, Legazpi, Albay.		591.00				
MACAPINLAC, ROMINASOL (Payroll_GF)	24,000.00	12-Dec-23	To record cash advance for Clothing Allowance for the month of October, 2023.	24,000.00					
MACAPINLAC, ROMINASOL (Payroll_GF)	67,381.83	29-Dec-23	To record cash advance of Salaries and Wages, Allowance of Casual & Contractual Employees for the payroll period covered December 11-25, 2023	67,381.83					
MACAPINLAC, ROMINASOL (Payroll_GF)	50,789.40	29-Dec-23	To record cash advance of Salaries and Wages of Regular Employees and Councilors (Non-ATM) for the period of December 16-31, 2023.	50,789.40					
MACAPINLAC, ROMINASOL (Payroll_OsMun)	102,664.74	14-Nov-23	To record payment for the Hazard Pay (Detailed) for the period of October 1-31, 2023.		102,664.74				
MACAPINLAC, ROMINASOL (Payroll_PLMun)	242,560.00	21-Nov-23	To record payment of 14th month pay and Cash Gift for Regular Employees for CY 2023.		242,560.00				
MACAPINLAC, ROMINASOL (Payroll_PLMun)	4,009.42	1-Dec-23	To record payment of Salaries and wages for Part-time Faculty and Casual/Regular with excess load for the period November 8-22, 2023.	4,009.42					
MACAPINLAC, ROMINASOL (Payroll_PLMun)	743.82	19-Dec-23	To record Cash advance of Salaries and wages for Part-time Faculty and Casual/Regular with excess load for the period November 23 to December 7, 2023.	743.82					
MACAPINLAC, ROMINASOL (Payroll_PLMun)	117,829.79	29-Dec-23	To record payment of Salaries and wages for Casual and Regular Employee for the period Nov1-15,2023.	117,829.79					
MACAPINLAC, ROMINASOL (Payroll_PLMun)	70,000.00	29-Dec-23	To record payment of Service Recognition Incentive (SRI) for Regular and Casual Employees and Gratuity Pay for Con30 Employees for 2023.	70,000.00					
MOLO, CARIDAD	13,500.00	27-Dec-23	To record cash advance for the drug testing of 18 persons under the After care Program of Social Services Department OBR# 100-2308-08532 P13,500.00	13,500.00					
MOLO, CARIDAD	6,000.00	27-Dec-23	To record cash advance for the drug testing fee /financial assistance for the 3 Aftercare clientsOBR# 100-2308-08740 - P6,000.00	6,000.00					
	700,070.00			354,254.26	345,815.74	-	-	-	-
SPECIAL EDUCATION FUND									
MACAPINLAC, ROMINASOL	7,267.92	13-Oct-23	Cash Advance for GSIS Loan Refund of SEF Employees for the month of June, July and August, 2023.		7,267.92				
MACAPINLAC, ROMINASOL	3,334.03	20-Dec-23	Cash Advance for Refund of Pag-ibig Multi Purpose Loan of SEF Employees for the month of September, 2023.	3,334.03					
MACAPINLAC, ROMINASOL	2,525.73	20-Dec-23	Cash Advance for Refund of Pag-ibig Multi Purpose Loan of SEF Employees for the month of October, 2023.	2,525.73					
MACAPINLAC, ROMINASOL	5,169.47	20-Dec-23	Cash Advance for Refund of Pag-ibig Multi Purpose Loan of SEF Employees for the month of November, 2023.	5,169.47					
MACAPINLAC, ROMINASOL	90,518.40	20-Dec-23	Cash Advance for Pro-Rated Year End Bonus and Cash Gift of SEF Employees for the CY 2023.	90,518.40					
MACAPINLAC, ROMINASOL	6,000.00	20-Dec-23	Cash Advance for Clothing Allowance for the month of October, 2023.	6,000.00					
MACAPINLAC, ROMINASOL	7,016.80	20-Dec-23	Cash Advance for Refund of Pag-ibig Multi Purpose Loan of SEF Employees for the month of August, 2023.	7,016.80					
MACAPINLAC, ROMINASOL	18,000.00	27-Dec-23	Cash Advance for Clothing Allowance for the month of November, 2023.	18,000.00					
MACAPINLAC, ROMINASOL	5,000.00	29-Dec-23	Cash Advance for the Service Incentive (SI) and Gratuity Pay of SEF Casual, Contractual & J.O. for the CY 2023.	5,000.00					
NAVARRO, CECILIA CABALO	15,534.24	5-Dec-23	Cash Advance for the expenses to be incurred on the Benchmarking and Observation Visit to be held on ECCD program at Cabanatuan Jaro, Iloilo City on December 06-08, 2023.	15,534.24					
VENTURA, ROSE ANN LORRAINE	69,517.00	31-Jul-23	Cash Advance of Meals And Transpo Allowance for Palarong Pambansa 2023			69,517.00			
	229,883.59			153,098.67	7,267.92	69,517.00	-	-	-
	929,953.59			507,352.93	353,083.66	69,517.00	-	-	-

We hereby certify that we have reviewed the contents and hereby attest to the veracity and correctness of the data or information contained in this document.


 MELANIA M. CASANOVA
 Local Accountant


 ROZZANO RUFINO B. BIAZON
 Local Chief Executive