

UNLIQUIDATED CASH ADVANCES

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

CALENDAR YEAR: 2024
 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									
AGUILAR, CHRISTINE MARIE M	200,000.00	23-Dec-2024	To record cash advance of PRIZES for the Mayor's for Peace Arts Competition incurred by TCAD.OBR# 100-2412-21357 - 40,000.00 To record cash advance of PRIZES and other MOOE (Honorarium) for the PASKONG MUNTI: BEST CHRISTMAS TREE AND PAROL DECOR CONSTEST & BARANGAY CHRISTMAS DECOR CONTEST to be incurred by TCAD OBR# 100-2412-21356 - 722,400.00	200,000.00					
ALAWI, SITIE JOHAIRA MANALUNDONG	67,000.00	23-Nov-2024	To record Cash advance for the Premium payment to PLMUN Part-time Personnel for CY 2024 as per Ordinance NO. 19-035.		67,000.00				
ALAWI, SITIE JOHAIRA MANALUNDONG	13,783.77	23-Dec-2024	To record Cash advance of Salaries and wages for Regular and Casual Employees for the period December 16-31, 2024 and Part-time Faculty and Regular/Casual with excess load for the period December 8-22, 2024.	13,783.77					
ALAWI, SITIE JOHAIRA MANALUNDONG - PLMun	781.40	5-Nov-2024	To record Cash advance for the following with details 1) Allowance for PLMUN Delegates to the ALCUAA 100-2024-00255 448,500.00 October 20-26, 2024. 2) Work Program for the hair and make-up, costume, casual wear and formal wear of the candidates of Mr. and Ms. LCUAA 2024 on October 20-26, 2024. 3) Work Program fo Medicine Week 2024 P67,835.00 October 14-18, 2024.		781.40				
ANUEVO, ALAIN	6,688.75	23-Dec-2024	Cash Advance for the following: 1) Supply and Delivery of ICT Peripherals/Materials supplis.100-2024-000316 20,540.00 2) Honorarium and prizes for the Ginoo at Binibining PLMUN2024: Establishing Catalysts of PLMUN Core Values on June 100-2024-00276 19,000.00 14, 024.3) Honorarium and prizes for the Faculty & Students researchCongress on October 29, 2024. 100-2024-00258 22,500.00 4) Honorarium, prizes and procurement of food and otherExhibition & Presentation of Final Output on November 13, 2024. 100-2024-00259 23,070.00 5) Honorarium, prizes and procurement of food, token and othersupplies necessary for the Research Incentives for the 3rd 100-2024-00260 119,570.00 Gawad Siklab on November 21, 2024.6) Honorarium and procurement of food, giveaways and othersupplies necessary for the 4th PLMUN Stakeholders' 100-2024-00261 60,260.00 Conference on November 26, 2024. 7) Honorarium and procurement of food and oher suppliesnecessary for the Men's Conference: Ikaw and Superman Ko 100-2024-00262 12,880.00 November 26, 2024.	6,688.75					
CASACOP, ALNI GAVJAYMIN BADE	122.75	13-Sep-2024	To record Cash advance for payment of Honorarium and prizes and other supplies necessary for Edukalidad 2024 on August 24-25, 2024 at Calraya Resort Club, Lumban, Laguna.			122.75			
CASACOP, ALNI GAVJAYMIN BADE	83,066.82	8-Oct-2024	Cash advance for 1. Honorarium of Resource Speaker, food and other 100-2024-00190 P13,700.00 supplies and materials for ASP .NET Training on October3 and 5, 2024 at Innovation Hub, RLRC Building.; Cash advance for the celebration of the 124th Phillppine 100-2024-00198 P67,500.00 Civil Service Anniversary on September 16-27, 2024. ; 3. Cash advance for conducting the 3rd Quarter Convocation 100-2024-00197 P41,770.00on September 26-27, 2024 at PLMUN Soroptimist Internationalof Alabang Hall; 4. Cash advance for the food, token and materials for the 100-2024-00224 P38,980.00 Nos. 7877, 9262 and 11313 on September 26-27 at Soroptimist International of Alabang Hall.; 5. Cash advance for supplies and food requirement on 100-2024-00218 P13,716.00 Magisterial Lecture Preliminary Round to be held on September 30, 2024.		83,066.82				
GAVIOLA, JOEL ANDAYA	65,589.29	11-Nov-2024	To record cash advance to defray expenses for the "2024 Christmas Tree Lighting Ceremony" and "Pamaskong Handog Distribution		65,589.29				
GONZALES, NEPTALI BUENO	3,891.16	29-Oct-2024	To record Cash advance for registration and other fees for seminar "Building and Enhancing Negotiation Skills" on October 8-12, 2024 at Davao City.		3,891.16				
HILAPO, ELISA	23,133.50	17-Dec-2024	To record cash advance for the purchase of various supplies to be used in the preparation of the Business One-Stop Shop (BOSS) for the conduct of 2025 Business Permit Renewal at the Muntinlupa Sports Center, Tunasan, Muntinlupa City from December 02, 2024 to January 31, 2025.	23,133.50					
LOBO, MARILOU	12,829.50	12-Dec-2024	To record cash advance to defray the various expenses needed for the hands-on-training on the making of organic pesticide and fertilizer concoctions on December 18, 2024.	12,829.50					
MACAPINLAC, ROMINASOL	21,344.00	28-Oct-2024	To record cash advance for the honorarium rendered by the Committee on Decorum and Investigation Members and Secretariat for the month of January, March and May 2024.		21,344.00				
MACAPINLAC, ROMINASOL	0.61	5-Nov-2024	To record cash advance for the Hazard Pay Allowance of City Health Office (Non-ATM) for the month of September, 2024.		0.61				
MARIÑAS, MICHELLE	567.49	28-Jun-2024	To record cash advance for the accommodation and van transfer for the Durungawan event to be incurred by Museo ng Muntinlupa.			567.49			
SANTIAGO, GENESI	1,473.21	20-Dec-2024	To record cash advance to defray expense in Year End Assessment of Local Civil Registry Office.	1,473.21					

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SATORE, MENILEA C.	12,000.00	22-Nov-2024	To record cash advance for the PALIGSINING 2024 and Childrens Month Celebration 2024.		12,000.00					
VENTURA, ROSE ANN LORRAINE	61,136.77	19-Dec-2024	To record cash advance of Salaries and Wages, Allowance of Casual & Contractual Employees for the payroll period covered December 11-25, 2024.	61,136.77						
VENTURA, ROSE ANN LORRAINE	333.08	19-Dec-2024	To record cash advance of Salaries and Wages of Regular Employees and Councilors (Non-ATM) for the period of December 16-31, 2024.	333.08						
VENTURA, ROSE ANN LORRAINE	32,500.00	23-Dec-2024	To record cash advance of Performance Enhancement Incentive of Casual, Contractual, and JO NON ATM for the year 2024.	32,500.00						
VENTURA, ROSE ANN LORRAINE	5,000.00	23-Dec-2024	To record cash advance of Performance Enhancement Incentive of Regular NON-ATM for the Year 2024	5,000.00						
VENTURA, ROSE ANN LORRAINE	920.00	26-Dec-2024	To record cash advance for the City Nutrition Committee member's allowance for the month of October, November, and December 2024.	920.00						
VICTORINO, GENEVIEVE	2,490.50	13-Dec-2024	To record cash advance for various activities of Gender and Development Office on December 2024.1. Sustainable Nutrition Augmentation Program (SNAP) General Assembly 2024. OBR # 100-2412-20850 - P69,765.002. Expenses on Muntinlupa City LGBTQIA Summit 2024. OBR # 100-2412-20893 - P17,938.003. Meals and raffle prizes on GAD Community Advocacy Officer's (GAD CAO) Year End Assessment 2024. OBR # 100-2412-20892 - P78,490.00	2,490.50						
VILLANUEVA, PAULTER	402,373.81	6-Dec-2024	To record cash advance for the work program to defray the cost of the 2024 Fellowship of Mamamayan at Pamilya Laban sa Droga.OBR# 100-2410-18530 - 181,824.00 To record cash advance for the work program to defray the cost of the PWUDs Livelihood Orientation and Assistance from D1 & D2.OBR# 100-2410-17909 - 141,400.00 To record cash advance for the work program to defray the cost of the 2024 Mid Year Assessment.OBR# 100-2410-17178 - 84,293.00	402,373.81						
	1,017,026.41			762,662.89	253,673.28	690.24	-	-	-	-
TOTAL	1,017,026.41			762,662.89	253,673.28	690.24	-	-	-	-

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