

**Report on Aging of Cash Advances**  
**Schedule of Advances to Officers and Employees**  
 As of November 15, 2014

Agency Name:  
 Agency Code:

**POLOMLOK WATER DISTRICT**

Book No.  
 Account Title: Cash Advances to Officers & Employees  
 Account Code: 148

Name	Date CA Granted	Particulars	Reference	Total Amount	Amount Due			Remarks
					Less than 30 days	31-60 days	61-365 days	
<b>A. Advances for Special Purposes</b>								
1. Local Travel								
2. Foreign Travel								
3. Special Activities Projects								
<b>B. Advances to Regular Disbursing Officers</b>								
1. Payroll								
	10/15/2014	PS&E Econ National Convention held at S&M Convention Center, Fresno City	2014-11-091	8,500.00	8,500.00			JEV#2014-11-091 11/3/2014
	11/09/2014	② Health & Wellness Program	2014-11-008	12,900.00				JEV#2014-11-088 11/17/2014
		③ Culmination of Psi W/O Physical Fitness Top & Drill Contest - Psi W/O Level	2014-11-009	7,950.00	20,450.00			JEV#2014-11-089 11/17/2014
	11/06/2014	Budget Implementation & Approval Special Meeting	2014-11-018	2,500.00				JEV#2014-11-086 11/17/2014
	11/10/2014	2014 FICE National Convention held @ Lascaj City, Nov. 13-15, 2014	2014-11-028	3,000.00	5,500.00			JEV#2014-11-082 11/14/2014
	11/13/2014	Final Advances 101 Cash Receipts Memorandum & Statement on Cash Tran Nov. 14, 2014	2014-11-056	8,800.00	8,800.00			JEV#2014-11-113 11/20/2014
<b>TOTALS</b>				5,180.00	5,180.00	48,410.00		JEV#2014-11-101 11/18/2014

Certified Correct:

Approved by:

MARLENE C. CAGATA  
 Director and Auditor

EMER SOLITO TORQUATOR  
 General Manager B

Verified by:

Date Submitted:

December 01, 2014

