

**Report on Ageing of Cash Advances  
Schedule of Advances to Officers and Employees  
As of November 15, 2018**

Agency Name:  
Agency Code:

**POLOMOLOK WATER DISTRICT**

Book No.  
Account Title: Advances to Officers & Employees  
Account Code: 19901040

Name	Date CA Granted	Particulars	Reference	Total Amount	Amount Due				Remarks (State date of liquidation and reason why unliquidated after the cut-off date)
					Less than 30 days	31-60 days	61-365 days	OVER 1 Year	
1. Advances for Special Purposes									
1. Local Travel									
2. Foreign Travel	NA								
3. Special Activities Projects	NA								
3. Advances to Regular Disbursing Officers									
1. Payroll									
2. Seminar / Conference	10/19/2018	Seminar/training on Updates on Law on Procurement (RA 9184) and the Philippines Bidding Documents on October 23-25, 2018 at the Training Hall, 3rd Floor COA Regional Office 12, Brgy. Paraiso, Koronadal City	JEV#2018-10-5315	6,700.00	6,700.00				JEV#2018-11-5434 11/14/2018
	10/19/2018	Seminar/training on Updates on Law on Procurement (RA 9184) and the Philippines Bidding Documents on October 23-25, 2018 at the Training Hall, 3rd Floor COA Regional Office 12, Brgy. Paraiso, Koronadal City	JEV#2018-10-5317	6,700.00	6,700.00				JEV#2018-11-5428 11/14/2018

Name	Date CA Granted	Particulars	Reference	Total Amount	Amount Due				Remarks (State date of liquidation and reason why unliquidated after the cut-off date)
					Less than 30 days	31-60 days	61-365 days	OVER 1 Year	
	10/25/2018	Honorarium of Fr. Dizon re: Year-end Recollection of PW employees at Trappistine Monastery dated October 27, 2018	JEV#2018-10-5339	4,000.00	4,000.00				JEV#2018-11-5429 11/14/2018
	10/29/2018	Barangay Lamcaliaf water system turn over activity held last October 30, 2018 at Lamcaliaf Brgy. Gym	JEV#2018-10-5362	6,000.00	6,000.00				JEV#2018-11-5435 11/14/2018
2. Seminar/ Conference	10/31/2018	Training on Campaign for Conservation (C4C) at London Beach Resort, Brgy. Bawing, Gen. Santos City on November 5-14, 2018	JEV#2018-10-5371	1,220.00	1,220.00				JEV#2018-11-5453 11/19/2018
	11/08/2018	Fee on electrical permit application for Barangay Lamcaliaf	JEV#2018-11-5410	1,500.00	1,500.00				JEV#2018-11-5427 11/13/2018
	11/09/2018	Annotation of Sale @ RDO on Magalong Lot	JEV#2018-11-5412	2,500.00	2,500.00				JEV#2018-11-5461 11/14/2018
	11/14/2018	Act as driver of GM Torcuator in going to & from Davao City for SOCEMWWIC meeting Nov. 15, 2018	JEV#2018-11-5431	1,840.00	1,840.00				JEV#2018-11-5452 11/19/2018
TOTALS				30,460.00	30,460.00				

Certified Correct:

MARLENE C. CAGATA  
Division Manager - Finance

Verified by:

YSMAEL D. NAKAN  
State Auditor III / Audit Team Leader

Approved by:

ENGR. SOLITO T. TORCUATOR  
General Manager B

Date Submitted:

November 20, 2018