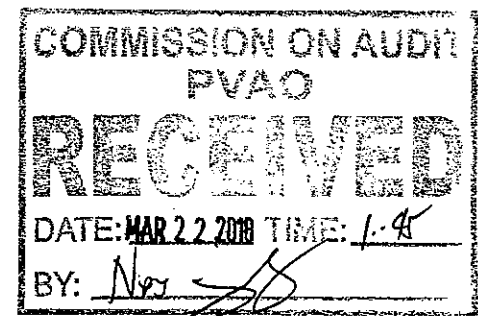


REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF NATIONAL DEFENSE
PHILIPPINE VETERANS AFFAIRS OFFICE
Camp Aguinaldo, Quezon City

STATEMENT OF LIQUIDATION AND BALANCES
CASH ADVANCE/PETTY CASH FUND
As of February 28, 2018



Name of Accountable Officer/Employees	Year Granted	Balance as of Dec. 31, 2017	Cash Advance/Petty Cash Granted as of February 2018	Total as of February 28, 2018	Liquidation/Replenishment CY 2018		Total Liquidation/ Replenishment	Balance as of February 28, 2018
					2017	2018		
A. CASH ADVANCE								
Advances to Special Disbursing Officers (SDO)								
I. Active Employees								
Aguilar, Elson K. ¹	2017	15,285,926.60	359,809.45	15,645,736.05	234,509.65	-	234,509.65	15,411,226.40
Morgate, Maria Corazon T.	2018	-	500,000.00	500,000.00	-	-	-	500,000.00
Total Advances to SDO		15,285,926.60	859,809.45	16,145,736.05	234,509.65	-	234,509.65	15,911,226.40
Advances to Officers and Employees								
I. Active Employees								
Aguilar, Restituto L.	2017	662.00	24,119.00	24,781.00	662.00	-	662.00	24,119.00
Alejandrino, Olivia C.	2018	-	2,100.00	2,100.00	-	2,020.00	2,020.00	80.00
Amagna, Agerico III	2018	-	12,460.00	12,460.00	-	-	-	12,460.00
Aquino, Jaylord G.	2018	-	12,460.00	12,460.00	-	-	-	12,460.00
Aquitania, Lilian G.	2018	-	7,800.00	7,800.00	-	7,800.00	7,800.00	-
Biscocho, Emmanuel	2018	-	720.00	720.00	-	720.00	720.00	-
Brillantes, Ruperto A.	2017	2,179.00	-	2,179.00	2,179.00	-	2,179.00	-
Buenafe, Lawrence Benedict	2018	-	22,530.00	22,530.00	-	-	-	22,530.00
Cajuguiran, Raquel A.	2018	-	74,590.00	74,590.00	-	-	-	74,590.00
Cuevas, Brian James	2018	-	18,230.00	18,230.00	-	-	-	18,230.00
Dalioan, Joe Albert	2017	2,179.00	-	2,179.00	2,179.00	-	2,179.00	-
Dela Cruz, Liza T.	2018	-	62,340.00	62,340.00	-	62,340.00	62,340.00	-
Estacio, Maricel E.	2018	-	12,960.00	12,960.00	-	-	-	12,960.00
Facun, Mercedes L.	2017	21,000.00	-	21,000.00	21,000.00	-	21,000.00	-
Grampon, Charmaine Kwin	2018	-	23,850.00	23,850.00	-	-	-	23,850.00
Hipolito, Aebvee	2018	-	17,980.00	17,980.00	-	-	-	17,980.00
Lapitan, Charmine Jane	2018	-	2,100.00	2,100.00	-	2,020.00	2,020.00	80.00
Lladones, Mikhael Jose	2018	-	13,120.00	13,120.00	-	-	-	13,120.00
Losabe, Robert	2018	-	5,100.00	5,100.00	-	2,735.00	2,735.00	2,365.00
Mabazza, Franklin	2018	-	2,820.00	2,820.00	-	2,740.00	2,740.00	80.00

Name of Accountable Officer/Employees	Year Granted	Balance as of Dec. 31, 2017	Cash Advance/Petty Cash Granted as of February 2018	Total as of February 28, 2018	Liquidation/Replenishment CY 2018		Total Liquidation/ Replenishment	Balance as of February 28, 2018
					2017	2018		
Morgate, Maria Corazon T.	2018	-	5,820.00	5,820.00	-	5,820.00	5,820.00	-
Tactaquin, Jommel	2018	-	1,300.00	1,300.00	-	1,300.00	1,300.00	-
Valdez, Chriz Albynne	2017	1,534.00	-	1,534.00	1,534.00	-	1,534.00	-
Total Advances to O & E		27,554.00	322,399.00	349,953.00	27,554.00	6,162.00	115,049.00	234,904.00
For Reconciliation ²		5,103,915.73	-	5,103,915.73	-	-	-	5,103,915.73
TOTAL CASH ADVANCE		20,417,396.33	170,829.00	21,599,604.78	27,554.00	6,162.00	349,558.65	21,250,046.13
B. PETTY CASH FUND								
Petty Cash Custodian								
Antiporda, Victoria	2018	-	25,000.00	25,000.00	-	-	-	25,000.00
Bayawon, Glenn T.	2017	20,000.00	-	20,000.00	17,503.00	-	17,503.00	2,497.00
Campo, Darwin	2017	25,000.00	17,496.00	42,496.00	17,496.00	-	17,496.00	25,000.00
Castillo, Manolo	2017	25,000.00	20,467.75	45,467.75	20,267.75	-	20,267.75	25,200.00
De Jesus, Roselyn S.	2017	25,000.00	13,092.21	38,092.21	13,092.21	-	13,092.21	25,000.00
Dela Cruz, Liza T.	2017	74,565.99	116,875.22	191,441.21	91,441.21	-	91,441.21	100,000.00
Facun, Mercedes L.	2017	25,000.00	19,361.42	44,361.42	19,361.42	-	19,361.42	25,000.00
Faderan, Janette P.	2017	30,000.00	27,745.07	57,745.07	27,745.07	-	27,745.07	30,000.00
Angelita P. Hizo	2017	25,000.00	-	25,000.00	-	-	-	25,000.00
Josol, Remedios	2017	30,000.00	-	30,000.00	-	-	-	30,000.00
Moga, Annabelle	2017	25,000.00	-	25,000.00	-	-	-	25,000.00
Morgate, Corazon T.	2017	40,000.00	39,636.64	79,636.64	39,636.64	-	39,636.64	40,000.00
Ofarria, Ma. Teresa L.	2017	25,000.00	24,235.48	49,235.48	24,235.48	-	24,235.48	25,000.00
Revecho, Luisa P.	2017	40,000.00	-	40,000.00	-	-	-	40,000.00
Ricamora, Pamela	2018	-	25,000.00	25,000.00	-	-	-	25,000.00
Rigonan, Ronald T.	2017	25,000.00	20,335.83	45,335.83	-	-	20,335.83	25,000.00
Rosali, Rosalinda M.	2017	100,000.00	90,333.35	190,333.35	90,333.35	-	90,333.35	100,000.00
Sabandal, Reggie B.	2017	40,000.00	-	40,000.00	-	-	-	40,000.00
Sabling, Cherrylyn C.	2017	20,000.00	17,502.58	37,502.58	17,502.58	-	17,502.58	20,000.00
Salcedo, Jeffrey John	2018	-	100,000.00	100,000.00	-	-	-	100,000.00
Solano, Allyn C.	2017	25,000.00	19,598.86	44,598.86	19,598.86	-	19,598.86	25,000.00
Total Petty Cash Fund		619,565.99	576,680.41	1,196,246.40	398,213.57	0.00	418,549.40	777,697.00

Report Generated on March 19, 2018


Notes:

1. Represents honorarium and operating expenses for 4th qtr CY 2017 and 1st qtr CY 2018 of OVA-Washington, D.C. including balance of fund transfer (from SND) directly deposited to DBP (wire transferred) and fund for the Digitization Project courtesy of PHIVIDEC. This also include the remaining balance of the fund support for the Congressional Medal Awarding in Washington, D.C. USA and fund for the Medical Insurance Premium of OVA Staff.
2. Represents the unaccounted balance of Advances to Officers and Employees for prior year 2004. In 2008, accounting personnel have exerted their best efforts to locate the documents

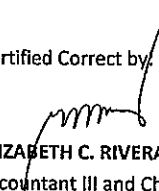
Name of Accountable Officer/Employees	Year Granted	Balance as of Dec. 31, 2017	Cash Advance/Petty Cash Granted as of February 2018	Total as of February 28, 2018	Liquidation/Replenishment CY 2018		Total Liquidation/Replenishment	Balance as of February 28, 2018
					2017	2018		

and files from the old PVAO office which can be used to identify the transactions concerning the unsettled account. However, nothing was recovered from it since all the records stored in the old PVAO office were destroyed by fire. Our request for write-off of this amount was already submitted to the Office of the Auditor.

Prepared By:


EMMA S. DE GUZMAN
 Administrative Aide IV

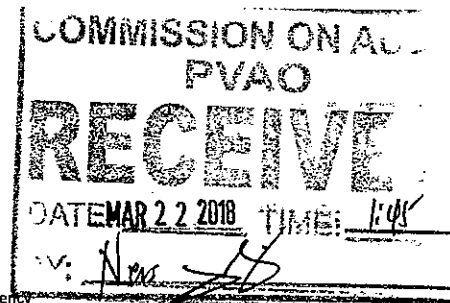
Certified Correct by:


ELIZABETH C. RIVERA
 Accountant III and Chief, Accounting Section

Noted by:


VIRGINIA D. LOPEZ
 Acting Chief, Planning & Management Division

Report on Aging of Cash Advances
Schedule of Advances to SDO/Officers and Employees
 As of February 28, 2018



Agency : PHILIPPINE VETERANS AFFAIRS OFFICE
 Agency Code : B-1110

Book No. Regular Agency
 Account Title: Travel/ Operating Exp
 Account Code: 5-02-01-010 to 5-02-99-040

Name	Particulars	Reference (Check No.)	Total Amount Due	Amount Due			Date of Activity/ies	Remarks
				Less/ Not more than 30 days	31-60 days	61-365 days		
A. Advances for Special Purposes								
Advances to Officers & Employees								
Aguilar, Restituto L.	C/A- Jan. 25, 2018	10445238	24,119.00		24,119.00		Feb. 7-9, 2018	Traveling/meals and accommodation rentals incurred during PVAO's participation to the 73rd Liberation Day of Catanduanes in Virac, Catanduanes under ORS No. 2018-01-000059 dated 16 Jan. 2018.
Alejandrino, Olivia C.	C/A- Jan. 31, 2018	10445466	80.00	80.00			Feb. 6-9, 2018	Traveling expenses incurred during conduct of inventory and maintenance of IT equipment; training and deployment of biometric devices; re-orientation of IT equipment troubleshooting; electronic validation and issuance of PVAO ID to pensioners; and orientation of FSEO personnel re-liquidation of cash advance/petty cash fund and new circulars /memoranda on acceptance of claim applications in FSEOs-Tarlac, Pampanga and Bataan under ORS No. 2018-01-000159 dtd. 29 Jan. 2018. Unliquidated balance from the total amount of P2,100.00.
Amagna, Agerico III	C/A- Feb. 19, 2018	10459988	12,460.00	12,460.00			Feb. 20-23, 2018	Traveling expenses during attendance to the 17th PGS BootCamp (Basic Class) conducted by ISA from Feb. 20-23, 2018 at the Bai Hotel, Mandaue City, Cebu under ORS No. 2018-02-000371 dtd. 15 Feb. 2018.
Aquino, Jayford G.	C/A- Feb. 19, 2018	10459966	12,460.00	12,460.00			Feb. 20-23, 2018	Traveling expenses during attendance to the 17th PGS BootCamp (Basic Class) conducted by ISA from Feb. 20-23, 2018 at the Bai Hotel, Mandaue City, Cebu under ORS No. 2018-02-000333 dtd. 14 Feb. 2018.
Buenafe, Lawrence Benedict	C/A- Feb. 22, 2018	10460164	22,530.00	22,530.00			Feb. 24-28, 2018	Traveling expenses during the Agency's presentation on Innovations In Governance at the 17th Governance Bootcamp by the Institute for Solidarity in Asia (ISA) held at Bai Hotel, Mandaue City, Cebu under ORS No. 2018-02-440 dtd. 22 Feb. 2018.
Cajuguiran, Raquel A.	C/A- Jan. 24, 2018	10445237	56,610.00		56,610.00		Feb. 16-18, 2018	For payment of hotel accommodations and meals of PVAO officials and employees who join the Administrator during the PMA Homecoming 2018 and set-up of the PVAO Helpdesk at Fort Del Pilar, Baguio City under ORS No. 2018-01-000114 dtd. 23 Jan. 2018.
	C/A- Feb. 23, 2018	10460167	17,980.00	17,980.00			Feb. 28-Mar. 1, 2018	Traveling expenses during the conduct of interview to applicants for vacant position in FSEO-Cebu (FCE) under ORS No. 2018-02-426 dtd. 22 Feb. 2018.

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Name	Particulars	Reference (Check No.)	Total Amount Due	Less/ Not more than 30 days	31-60 days	61-365 days	over 1 year	Amount Due	
								Date of Activity/ies	Remarks
Cuevas, Brian James	C/A- Feb. 23, 2018	10460166	18,230.00						Traveling expenses during the conduct of interview to applicants for vacant position in FSEC-Cebu (FCE) under ORS No. 2018-02-425 dtd. 22 Feb. 2018.
Estacio, Maricel E.	C/A- Feb. 22, 2018	10460160	12,960.00		12,960.00				Traveling expenses during attendance to the 17th FGS BootCamp (Master Class) conducted by ISA at the Bali Hotel, Mandau City, Cebu and scheduled interview of applicants for vacant position in FSEC-Cebu (FCE) under ORS No. 2018-02-00419 dtd. 21 Feb. 2018.
Grampon, Charmaine Kwin	C/A- Feb. 15, 2018	10459961	23,850.00		23,850.00				Traveling expenses during attendance to the 17th FGS BootCamp (Basic and Master Class) conducted by ISA at the Bali Hotel, Mandau City, Cebu under ORS No. 2018-02-00364 dtd. 15 Feb. 2018.
Hipolito, Aebvee	C/A- Feb. 23, 2018	10460165	17,980.00		17,980.00				Traveling expenses during the conduct of interview to applicants for vacant position in FSEC-Cebu (FCE) under ORS No. 2018-02-427 dtd. 22 Feb. 2018.
Lapitan, Charmine Jane	C/A- Jan. 31, 2018	10454564	80.00	80.00					Traveling expenses incurred during conduct of inventory and maintenance of IT equipment; training and deployment of biometric devices; re-orientation of IT equipment; troubleshooting; electronic validation and issuance of PVAO ID to pensioners; and orientation of FSEC personnel re-liquidation of cash advance/petty cash fund and new circulars /memoranda on acceptance of claim applications in FSECs-Tarlac, Pangasinana and Bataan under ORS No. 2018-01-00158 dtd. 29 Jan. 2018. Unliquidated balance from the total amount of P2,100.00.
Ladones, Mikhael Jose	C/A- Feb. 15, 2018	10459962	13,120.00		13,120.00				Traveling expenses during attendance to the 17th FGS BootCamp (Basic Class) conducted by ISA at the Bali Hotel, Mandau City, Cebu under ORS No. 2018-02-00365 dtd. 15 Feb. 2018.
Losabe, Robert G.	C/A- Jan. 31, 2018	10445465	2,365.00	2,365.00					Traveling expenses incurred during conduct of inventory and maintenance of IT equipment; training and deployment of biometric devices; re-orientation of IT equipment; troubleshooting; electronic validation and issuance of PVAO ID to pensioners; and orientation of FSEC personnel re-liquidation of cash advance/petty cash fund and new circulars /memoranda on acceptance of claim applications in FSECs-Tarlac, Pangasinana and Bataan under ORS No. 2018-01-00157 dtd. 29 Jan. 2018. Unliquidated balance from the total amount of P5,100.00.

Prepared by:
 EMMA S. DE GUZMAN
 Administration

Certified Correct:
 ELIZABETH C. RIVERA
 Accountant III & Chief, Acctg. Section

Noted:
 VIRGINIA D. LOPEZ
 Acting Chief, Planning and Management Division

Report Generated on March 20, 2018

Name	Particulars	Reference (Check No.)	Total Amount Due	Amount Due			Date of Activity/ies	Remarks
				31-60 days	61-365 days	over 1 year		
Mabazza, Franklin	C/A- Jan. 31, 2018	10445467	80.00			Feb. 6-9, 2018	Traveling expenses incurred during conduct of inventory and maintenance of IT equipment; re-orientation of IT equipment; biometric devices; re-orientation of IT equipment; troubleshooting; electronic validation and issuance of PVAO ID to pensioners; and orientation of FSEC personnel re-liquidation of cash advance/petty cash fund and new circulars/memoranda on acceptance of claim applications in FSECs-Tarlac, Pangasinana and Batang under ORS No. 2018-01-000160 dtd. 29 Jan. 2018. Unliquidated balance from the total amount of P2,100.00.	
Sub-Total			234,904.00	154,175.00	80,729.00			
B. Advances to Regular Disbursing Officers (SDO)								
Advances to Special Disbursing Officers								
Aguilar, Elson Kho	C/A- Aug. 08, 2017	452862	10,000,000.00				Fund transfer courtesy of PHIVIDEC for Digitization Project of WWII Records in Massachusetts, USA thru OVA chargeable against LBP Account No. 1572-1003-36.	
	C/A- Aug. 30, 2017	56619438	1,575,926.60		1,575,926.60		Fund transfer for the operating requirements of OVA charged against DBP Account No. 0435-021942-030.	
	C/A- Sept. 29, 2017	10358497	890,000.00		890,000.00		Maintenance and other operating expenses of the OVA for 4th quarter CY 2017 (Net of Bank Charges).	
	C/A- Oct. 19, 2017	10359014	285,490.35		285,490.35		Fund transfer in support to the Congressional Medal Awarding Ceremony and related matters.	
	C/A- Dec. 18, 2017	10399328	1,700,000.00		1,700,000.00		Maintenance and other operating expenses of the OVA for 1st quarter CY 2018.	
	C/A- Dec. 18, 2017	10399328	600,000.00		600,000.00		Personal services of the OVA for 1st quarter CY 2018.	
	C/A- Feb. 20, 2018	10460082	359,809.45		359,809.45		Medical Insurance Premium of OVA Official and Staff for the 1st qtr FY 2018.	
Morarte, Maria Corazon T.	C/A- Feb. 22, 2018	10460162	500,000.00	500,000.00			For operating expenses during the 76th Commemoration of Aring Kagitingan and 2018 Phil. Veterans Week under ORS No. 2018-02-420 dtd. 21 Feb. 2018.	
Sub-Total			15,911,226.40	859,809.45	15,051,416.95			
TOTAL			16,146,130.40	1,013,984.45	80,729.00			
For Reconciliation			5,103,915.73					
TOTAL			21,250,046.13	1,013,984.45	80,729.00			
					15,051,416.95			
					5,103,915.73			