

ANNEX 5 - REPORT ON AGEING OF CASH ADVANCES

SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES

January 1 to November 15, 2015

Agency Name: DEPARTMENT OF ENERGY
 Agency Code: 35

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

Name of Employee	Date CA granted (check date)	PARTICULARS		REFERENCE Check/ADA No.	TOTAL AMOUNT	AMOUNT DUE				REMARKS	
		TO No.	Travel Period			Less than 30 days	31-60 days	61-365 days	Over 1 year		
						11/15/2015					
A. Advances for Special Purposes											
1. Local Travel											
Fund 101											
Abangan, Editha S.	11/6/2015	2015-10-2099	Nov 23-27	15-11-700	4,420.00	4,420.00					not yet due for liquidation
Abong, Merlyn I.	11/9/2015	2015-10-2099	Nov 23-27	15-11-703	4,120.00	4,120.00					-do-
Adeva, Sherwin J.	11/5/2015	2015-10-2082	Nov 9-13	15-11-696	4,920.00	4,920.00					-do-
Aloba, Michael F.	10/30/2015	2015-10-2071	Nov 8-15	15-10-682	6,660.00	6,660.00					-do-
Balite, Reynaldo G.	11/6/2015	2015-10-2099	Nov 23-27	15-11-700	4,420.00	4,420.00					-do-
Beltran, Analiza I.	11/4/2015	2015-11-2124	Nov 8-13	15-11-692	5,060.00	5,060.00					-do-
Bernales, Cecilia E.	11/12/2015	COA Order 2015-053	Nov 23-25	15-11-716	4,180.00	4,180.00					-do-
Briol, Divina Z.	11/12/2015	2015-11-2164	Dec 3-10	15-11-716	23,650.00	23,650.00					-do-
Bungcayao, Raymund G.	11/12/2015	2015-10-2085	Nov 23-27	15-11-712	5,420.00	5,420.00					-do-
Cabrera, Melissa R.	11/12/2015	2015-11-2164	Dec 3-10	15-11-716	23,450.00	23,450.00					-do-
Canlas, Armi G.	10/9/2015	2015-10-1907	Nov 2-6	15-10-634	13,286.00		13,286.00				-do-
Cardinales, Robert R.	11/5/2015	2015-10-2115	Nov 8-18	15-11-696	9,060.00	9,060.00					-do-
Cervantes, Elisa N.	11/4/2015	2015-10-2094	Nov 9-13	15-11-688	19,140.00	19,140.00					-do-
Comandante, Jofel	10/30/2015	2015-10-2053	Nov 24-28	15-10-679	23,320.00	23,320.00					-do-
Corton, Esperanza A.	11/5/2015	2015-10-2115	Nov 8-17	15-11-696	7,960.00	7,960.00					-do-
David, Arminda Rhiagloe S.	11/5/2015	2015-10-2115	Nov 8-15	15-11-696	6,660.00	6,660.00					-do-
De Guzman, Amelia M.	11/9/2015	2015-10-2123	Nov 23-27	15-11-703	3,520.00	3,520.00					-do-
De Guzman, Rhodalyn P.	11/6/2015	2015-10-2099	Nov 23-27	15-11-700	4,120.00	4,120.00					-do-
Domingo, Erwin M.	11/6/2015	2015-10-2071	Nov 8-15	15-11-700	6,660.00	6,660.00					-do-
Elemia, Celia U.	10/9/2015	2015-10-1908	Oct 26-30	15-10-634	15,247.00		15,247.00				-do-
Enriquez, Maria Fe	10/13/2015	2015-10-1907	Oct 26-30/Nov 2-6	15-10-641	31,883.00		31,883.00				-do-
Evasco, Rolando B.	10/30/2015	2015-10-2077	Nov 2-5	15-10-679	8,620.00	8,620.00					-do-
Felipe, Flovitas U.	11/12/2015	COA Order 2015-053	Nov 23-27	15-11-712	5,860.00	5,860.00					-do-
Flores, Joel V.	11/3/2015	2015-10-2071	Nov 8-15	15-11-687	6,660.00	6,660.00					-do-
Hallasgo, Maria Theresa	11/6/2015	2015-10-2099	Nov 23-27	15-11-700	4,420.00	4,420.00					-do-
Iyo, Gregorio E., Jr.	11/3/2015	2015-10-2096	Nov 16-21	15-11-687	20,471.00	20,471.00					-do-
Jusay, Martina L.	11/4/2015	2015-10-2071	Nov 8-15	15-11-692	6,660.00	6,660.00					-do-
Leserna, Kris Corinne DC	11/10/2015	2015-10-2099	Nov 23-27	15-11-706	4,420.00	4,420.00					-do-
Legaspi, Jorgie C.	10/30/2015	2015-10-2071	Nov 8-15	15-10-682	6,660.00	6,660.00					-do-
Llamo, Virginia S.	11/6/2015	2015-10-2099	Nov 23-27	15-11-700	4,020.00	4,020.00					-do-
Loyola, Lauro L.	11/4/2015	2015-10-2071	Nov 8-15	15-11-692	6,660.00	6,660.00					-do-
Maglaqui, Michael M.	11/6/2015	2015-10-2099	Nov 23-27	15-11-700	4,420.00	4,420.00					-do-
Manduriao, Donnie V.	10/30/2015	2015-10-2071	Nov 8-15	15-10-682	6,660.00	6,660.00					-do-
Medrana, Christopher M.	11/5/2015	2015-10-2082	Nov 9-13	15-11-696	4,920.00	4,920.00					-do-
	11/12/2015	2015-10-2085	Nov 23-27	15-11-712	4,420.00	4,420.00					-do-

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January 1 to November 15, 2015

Agency Name:

DEPARTMENT OF ENERGY

Book No:

Agency Code:

35

Account Title:

Advances to Officers & Employees

Account Code:

148

Name of Employee	Date CA granted (check date)	PARTICULARS		REFERENCE Check/ADA No.	TOTAL AMOUNT	AMOUNT DUE				REMARKS	
		TO No.	Travel Period			Less than 30 days	31-60 days	61-365 days	Over 1 year		
Miranda, Lovely T.	10/30/2015	2015-10-2071	Nov 8-15	15-10-682	6,260.00	6,260.00					-do-
Olap, Marc Louie L.	11/13/2015	2015-10-2084	Nov 16-20	15-11-717	18,020.00	18,020.00					-do-
	11/13/2015	2015-10-2083	Nov 24-27	15-11-717	16,220.00	16,220.00					-do-
Pacheco, Mary Jane V.	11/4/2015	2015-10-2061	Nov 16-21	15-11-692	17,713.00	17,713.00					-do-
Pagkalinawan, Romel Q.	10/30/2015	2015-10-2071	Nov 8-15	778870	6,360.00	6,360.00					-do-
Pantujan, Elwyn	10/30/2015	2015-10-2059	Nov 2-6	15-10-679	5,790.00	5,790.00					-do-
Papa, Melanie C.	10/28/2015	2015-10-2034	Nov 11-13	15-10-671	1,502.00	1,502.00					-do-
Pascua, Arcelie	11/5/2015	2015-10-2115	Nov 8-17	15-11-696	8,260.00	8,260.00					-do-
Perez, Ruben P.	11/3/2015	2015-10-2071	Nov 8-15	15-11-687	6,660.00	6,660.00					-do-
Porcare, Luis A.	11/12/2015	2015-11-2134	Nov 23-27	15-11-712	4,020.00	4,020.00					-do-
Ramiso, Roger	11/4/2015	2015-10-2093	Nov 8-18	15-11-692	8,980.00	8,980.00					-do-
Rasdas, Ariel R.	10/15/2015	2015-10-1978	Oct 19-25	15-10-645	14,894.00		14,894.00				-do-
Rayos, Alex H.	11/5/2015	2015-10-2115	Nov 12-18	15-11-696	5,860.00	5,860.00					-do-
Revilla, Angela P.	11/6/2015	2015-10-2099	Nov 23-27	15-11-700	4,420.00	4,420.00					-do-
Revilla, Ermin C.	10/30/2015	2015-10-2077	Nov 2-5	15-10-679	8,620.00	8,620.00					-do-
	10/30/2015	2015-10-2053	Nov 24-28	15-10-679	23,320.00	23,320.00					-do-
Ritual, Jerry P.	11/5/2015	2015-11-2129	Nov 16-21	15-11-699	20,471.00	20,471.00					-do-
Romero, Fe Lina J.	10/7/2015	2015-09-1876	Nov 4-Dec 2	15-10-629	38,520.00		38,520.00				-do-
Sabino, Anne Marie B.	11/6/2015	2015-10-2099	Nov 23-27	15-11-700	3,620.00	3,620.00					-do-
Samson, Raymond	10/30/2015	2015-10-2059	Nov 2-6	15-10-679	5,790.00	5,790.00					-do-
Savilla, Renante M.	11/5/2015	2015-10-2108	Nov 12-15	15-11-696	3,460.00	3,460.00					-do-
Tadtad, Ramiel O.	11/9/2015	2015-10-2099	Nov 23-27	15-11-703	4,120.00	4,120.00					-do-
Tagal, Marie Grace P.	11/6/2015	2015-10-2099	Nov 23-27	15-11-700	4,420.00	4,420.00					-do-
Torres, Salvacion S.	11/4/2015	2015-10-2094	Nov 9-13	15-11-688	18,540.00	18,540.00					-do-
Vadillo, Nora Judith M.	10/30/2015	2015-10-2071	Nov 8-15	15-10-682	6,660.00	6,660.00					-do-
Vitug, Aurelio P., Jr.	10/9/2015	2015-10-1937	Oct 12-16	15-10-636	4,420.00		4,420.00				-do-
Zapatos, Aimee Lou E.	11/6/2015	2015-10-2099	Nov 23-27	15-11-700	4,420.00	4,420.00					-do-
		Sub-Total			593,667.00	475,317.00	118,250.00				
		Fund 151							593,667.00		
Santos, Blas M.	10/29/2015	2015-10-2003	Nov 2-16	15-10-133	10,580.00	10,580.00					not yet due for liquidation
Ventura, Ruben	10/29/2015	2015-10-1992	Nov 2-16	15-10-133	11,780.00	11,780.00					-do-
		Sub-Total			22,360.00	22,360.00					
									22,360.00		
2. Foreign Travel											
Abad, Rino E.	10/1/2015	Kuala Lumpur, Malaysia	Oct 4-10	2538203	47,902.86		47,902.86				not yet due for liquidation
Abroguena, Vaneza Sheryl M.	10/23/2015	France	Oct 24-29	2538243	118,725.99	118,725.99					-do-
Aguilos, Raul	10/21/2015	Singapore	Oct 20-22	2538238	20,618.48	20,618.48					-do-

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January 1 to November 15, 2015**

Agency Name:	<u>DEPARTMENT OF ENERGY</u>	Book No:	_____
Agency Code:	<u>35</u>	Account Title:	<u>Advances to Officers & Employees</u>
		Account Code:	<u>148</u>

Name of Employee	Date CA granted (check date)	PARTICULARS		REFERENCE Check/ADA No.	TOTAL AMOUNT	AMOUNT DUE				REMARKS	
		TO No.	Travel Period			Less than 30 days	31-60 days	61-365 days	Over 1 year		
	10/16/2015	Singapore	Oct 25-Nov 5	2538234	61,130.43	61,130.43					-do-
Ambas, Ma. Choliza D.	10/23/2015	Berlin, Germany	Oct 25-30	2538247	96,160.26	96,160.26					-do-
Arlas, Helen B.	10/5/2015	Kuala Lumpur, Malaysia	Oct 4-10	2538215	29,585.38		29,585.38				-do-
	10/7/2015	Italy	Nov 14-29	15-10-623	300,757.87		300,757.87				-do-
Arlola, Herminjo A.	10/22/2015	Singapore	Oct 25-Nov 5	2538240	62,893.82	62,893.82					-do-
Austria, Ava Kashima K.	10/5/2015	Kuala Lumpur, Malaysia	Oct 4-10	2538214	29,585.38		29,585.38				-do-
Ayson, Loreta G.	10/23/2015	Singapore	Oct 25-28	2538245	31,175.27	31,175.27					-do-
Barcelona, Antonio S.	11/10/2015	Kuala Lumpur, Malaysia	Nov 15-21	15-11-706	51,186.00	51,186.00					-do-
Bariso, Carmencita A.	10/21/2015	Singapore	Oct 25-28	2538239	57,202.08	57,202.08					-do-
Binondo, Ferdinand B.	10/12/2015	Berlin, Germany	Oct 10-18	2538232	21,615.90		21,615.90				-do-
Cablilin, Rubenita F.	10/23/2015	Berlin, Germany	Oct 25-30	2538246	96,160.26	96,160.26					-do-
Corezo, Marissa P.	11/5/2015	Abu Dhabi, UAE	Nov 20-27	2538274	108,033.36	108,033.36					-do-
Cervantes, Elisa N.	11/4/2015	Kuala Lumpur, Malaysia	Nov 23-26	2538272	72,752.81	72,752.81					-do-
Dola Pena, Francis Ronald	10/30/2015	Singapore	Nov 1-7	2538268	105,101.71	105,101.71					-do-
Domasig, Ryan	9/24/2015	Singapore	Oct 4-7	2538191	145,144.25		145,144.25				-do-
Enriquez, Maria Fe	11/4/2015	Kuala Lumpur, Malaysia	Nov 23-26	2538273	72,752.81	72,752.81					-do-
Gagni, Ben Julius G.	10/30/2015	Brighton, UK	Nov 6-16	2538261	142,712.20	142,712.20					-do-
Halcon, Rainier M.	11/5/2015	New Zealand	Nov 14-22	2538277	130,297.42	130,297.42					-do-
Jaurigue, Ramon O.	10/23/2015	Berlin, Germany	Oct 25-30	2538249	96,160.26	96,160.26					-do-
Limbaga, Rodel S.	11/10/2015	Kuala Lumpur, Malaysia	Nov 15-21	15-11-706	51,186.00	51,186.00					-do-
Malabanan, Winifredo	10/30/2015	Singapore	Nov 1-7	2538267	105,101.71	105,101.71					-do-
Marcos, Donato D.	11/6/2015	Qatar	Nov 7-11	2538278	37,335.30	37,335.30					-do-
Morales, Elisa	11/10/2015	Kuala Lumpur, Malaysia	Nov 15-21	15-11-706	51,186.00	51,186.00					not yet due for liquidation
Nari, Edward	11/5/2015	New Zealand	Nov 14-22	2538276	130,297.42	130,297.42					-do-
Orcine, Salve P.	10/7/2015	Italy	Nov 14-29	15-10-623	300,757.87		300,757.87				-do-
Pagauitan, Maria Adellne L.	10/23/2015	Berlin, Germany	Oct 25-30	2538248	96,160.26	96,160.26					-do-
Panes, Vivien Josephine C.	11/10/2015	London, UK	Dec 7-9	2538280	329,410.75	329,410.75					-do-
Planas, Jaime B.	10/30/2015	Singapore	Nov 1-7	2538269	105,101.71	105,101.71					-do-
Roa, Myra Fiera F.	10/15/2015	Singapore	Oct 25-Nov 5	2538233	66,402.03		66,402.03				-do-
Roldan, Helen	11/10/2015	Kuala Lumpur, Malaysia	Nov 15-21	15-11-706	51,186.00	51,186.00					-do-
Salvo, Jessol M.	10/26/2015	Japan	Oct 30-Nov 20	2538251	3,038.80	3,038.80					-do-
Soluta, Araceli A.	10/9/2015	Singapore	Oct 25-Nov 5	2538224	66,402.03		66,402.03				-do-
Tamang, Jesus T.	11/6/2015	Qatar	Nov 7-11	15-11-700	37,335.80	37,335.80					-do-
	Sub-Total				3,328,566.48	2,320,402.91	1,008,163.57				
											3,328,566.48
3. Special activities/ projects											

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January 1 to November 15, 2015

Agency Name: DEPARTMENT OF ENERGY
 Agency Code: 35

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

Name of Employee	Date CA granted (check date)	PARTICULARS		REFERENCE Check/ADA No.	TOTAL AMOUNT	AMOUNT DUE				REMARKS
		TO No.	Travel Period			Less than 30 days	31-60 days	61-365 days	Over 1 year	
Special Disbursing Officers										
						11/19/2015				
Boltran, Analiza I.	10/26/2015	IEC - Tuguegarao	Nov 9-14	735692	280,000.00	280,000.00				not yet due for liquidation
Esmale, Leticia	10/2/2015	APEC	Oct - Nov	778881	1,564,000.00		1,564,000.00			-do-
	11/11/2015	Girls & Science-Benguet	Nov 23-27	778960	100,000.00	100,000.00				-do-
Pascua, Arcelle	11/6/2015	IEC - Cagayan	Nov 13-16	15-11-700	40,000.00	40,000.00				-do-
		Sub-Total			1,984,000.00	420,000.00	1,564,000.00	-	-	
									1,084,000.00	
		TOTAL			5,928,483.48	3,238,079.91	2,690,403.57	-	-	

5,928,483.48

** Executive Order No. 298 dated March 23, 2004 provides that the rendition of account for cash advances shall be made within thirty (30) days of his return to his permanent station for official local travel and within sixty (60) days after his return to the Philippines for official travel abroad

Certified Correct:

ARTURO M. CUDIA
 Chief Accountant

Verified by:

FLOVITAS V. FELIPE
 Supervising Auditor

Approved by:

ZENAIDA Y. MONSADA
 Secretary

Date Submitted: _____