

BENGUET STATE UNIVERSITY
Status of Unliquidated Cash Advances
As of December 31, 2018

No.	Account Used	Name of Accountable Officer (AO)/ Employee	Purpose	Date Granted	Unliquidated Amount	Due Date of Liquidation	Age of Cash Advance	Status of AO/ Employee	Availability of Documents		Action taken by:		Status of Request for write off and/or Narrative Report	Amount written off/ Subject of NR	Remarks
									With complete documents (in terms of total amount of CA)	Without or incomplete documents (in terms of total amount of CA)	Agency Officials (Write-off Requested)	Auditor (Narrative Report (NR) Prepared)			
REGULAR AGENCY FUND															
1	Advances to Officers & Employees	Carpio, Marife D.	Registration fees on April 22-23, 2009 in Baguio.	4/22/2009	3,600.00	5/24/2009	more than 9 years	Resigned	3,600.00		No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced.
2	Advances to Officers & Employees	Parcasio, Aurora	Travelling and registration fee while on OB to Manila on May 20-22, 2009	4/28/2009	2,010.00	6/23/2009	more than 9 years	Retired	2,010.00		No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced.
3	Advances to Officers & Employees	Sito, Leonila R.	Travelling allowance to Baguio City on February 15-17, 2018	2/8/2018	3,100.00	3/19/2018	more than 9 months	Still connected with the agency	3,100.00						
4	Advances for Payroll	Bello, Arcelli G.	Payment of financial benefits of 214 tulong dunong grantees for 1st sem 2018-19.	11/28/2018	63,785.02	12/3/2018	less than 1 month	Still connected with the agency	63,785.02						Unrefunded portion of cash advance.
INTERNALLY GENERATED INCOME															
5	Advances to Officers & Employees	Abad, Nida E.	Travelling allowance to CHED, Manila on September 01, 2008	8/29/2008	2,165.00	10/2/2008	more than 9 years	Retired/resigned	2,165.00		No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AOs cannot be traced.
			Training Expenses at Bektey, Longlong on May 19-23, 2008	5/15/2008	4,700.00	06/22/08	more than 10 years	Retired/resigned	4,700.00		No request for write off	No NR prepared			
6	Advances to Officers & Employees	Abenoja, Almario	Travelling expenses to attend IT and Management Course	9/1/2006	9,810.00	10/2/2006	more than 11 years	Retired/resigned	9,810.00		No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced.
7	Advances to Officers & Employees	Ayan, Rosendo	Travel to the National Library and IP Phil on November 15, 2012.	11/14/2012	6,530.00	12/17/2012	more than 5 years	Retired/resigned	6,530.00		No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced.
8	Advances to Officers & Employees	Bugtong, Allen	2007 beginning balances under the eNGAS	prior to 2007	9,276.00	-	more than 10 years	Retired/resigned		9,276.00	No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced; Disbursement voucher cannot be located.
9	Advances to Officers & Employees	C. Buguias B.	Beginning balances as of January 2016.	prior to 2016	1,356.00	-	more than 2 years	-	1,356.00						

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10	Advances to Officers & Employees	Comila, Felipe S.	Travel to Davao City to attend the PASUC Culture and Arts Festival	11/8/2018	2,780.00	12/12/2018	less than 1 month	Still connected with the agency	2,780.00						
11	Advances to Officers & Employees	Compala, Ares	Cash Advance for the Solid North Friendship Games at Nueva Viscaya State University	03/17/2010	2,640.00	04/16/2010	more than 8 years	Retired/resigned	2,640.00		No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced.
12	Advances to Officers & Employees	Demot, Natividad	Travel to Cebu City on May 5-10, 2014.	05/02/2014	49,507.50	6/13/2014	more than 4 years	Still connected with the agency	49,507.50						Demand letter dated June 23, 2016 was issued.
13	Advances to Officers & Employees	Deponio, Christopher	Travel to Lamut, Ifugao to attend the 2017 CARASUC Athletic Meet on November 12- 18, 2017.	11/9/2017	68,400.00	12/20/2017	more than 6 months	Still connected with the agency	68,400.00						
14	Advances to Officers & Employees	Fernandez, Edward	2007 beginning balances under the eNGAS	prior to 2007	4,500.00	-	more than 10 years	Retired/resigned	4,500.00		No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced.
15	Advances to Officers & Employees	Fernando, Sheryl Ibis	Travel to Pasay to attend the 2015 PASUC Gen. assembly on June 24-25, 2015.	06/23/2015	37,000.00	7/27/2015	more than 2 years	Still connected with the agency	37,000.00			No NR prepared			Demand letter dated June 23, 2016 was issued.
16	Advances to Officers & Employees	Henry, Angelo	2007 beginning balances under the eNGAS.	prior to 2007	5,096.00	-	more than 10 years	Retired/resigned		5,096.00	No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced; Disbursement voucher cannot be located.
17	Advances to Officers & Employees	Lacanalale, Thadeus	2007 beginning balances under the eNGAS	prior to 2007	1,346.50	-	more than 10 years	Retired/resigned		1,346.50	No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced; Disbursement voucher cannot be located.
18	Advances to Officers & Employees	Lagman, Cirilo Jr.	Travel expenses to Manila to send off David Whiting.	8/15/2014	6,500.00	9/16/2014	more than 3 years	Still connected with the agency	6,500.00			No NR prepared			Demand letter dated June 23, 2016 was issued.
19	Advances to Officers & Employees	Munar, Elmer	2007 beginning balances under the eNGAS	prior to 2007	7,790.00	-	more than 10 years	Retired/resigned		7,790.00	No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced; Disbursement voucher cannot be located.

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20	Advances to Officers & Employees	Naje, Flordeliza Obar	2007 beginning balances under the eNGAS	prior to 2007	1,685.04		more than 10 years	Still connected with the agency		1,685.04		No NR prepared			Demand letter dated June 23, 2016 was issued.
21	Advances to Officers & Employees	Padua, Dakila	Registration fee and TEV while on OB to Manila on February 12-15, 2004.	2/12/2004	3,863.33	3/22/2004	more than 14 years	Retired/resigned	3,863.33		No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced.
22	Advances to Officers & Employees	Reconciling Beginning Balances	Accumulated balances since eNGAS set up in 2007 to 2015	various dates	62,718.95		more than 10 years			62,718.95	No request for write off	No NR prepared			
23	Advances for Operating Expenses	Mayos, Norma	Beginning balances of accounts as of December 31, 2014	prior to 2014	5,000.00	1/20/2015	more than 3 years	Retired	5,000.00		No request for write off	No NR prepared			
24	Advances for Payroll	Domingo, Norma	Various cash advances for the period 2007-2014	2007-2014	819,867.99		more than 9 years	Retired		819,867.99	No request for write off	No NR prepared			Amount refers to reconciling items established by the audit team during cash examinations conducted in 2011 to May 2017.
25	Advances for Payroll	Limpin, Oscar B.	Various cash advances granted prior to 2007.	prior to 2007	535,220.64		more than 10 years	Retired		535,220.64	No request for write off	No NR prepared			
26	Advances for Payroll	Bello, Arcelli G.	Payment of token incentive to members of the University Band for August 2018.	9/11/2018	32,000.00	9/17/2018	more than 3 months	Still connected with the agency	32,000.00						
	Advances for Payroll	Bello, Arcelli G.	Payment of allowance of student assistants for August 2018.	9/24/2018	25,562.50	10/1/2018	2 months	Still connected with the agency	25,562.50						
	Advances for Payroll	Bello, Arcelli G.	Payment of allowance of student assistants for September 2018.	10/15/2018	65,337.50	10/22/2018	more than 2 months	Still connected with the agency	65,337.50						
	Advances for Payroll	Bello, Arcelli G.	Payment of token incentive to members of the University Band for September 2018.	10/23/2018	32,000.00	10/29/2018	more than 2 months	Still connected with the agency	32,000.00						
	Advances for Payroll	Bello, Arcelli G.	Payment of token incentive to members of the University Band (Grade 7 Trainees) for September 2018.	10/23/2018	6,600.00	10/29/2018	more than 2 months	Still connected with the agency	6,600.00						
	Advances for Payroll	Bello, Arcelli G.	Payment of allowance of student assistants (batch 2) for September 2018.	11/6/2018	25,512.50	11/13/2018	more than 1 month	Still connected with the agency	25,512.50						
	Advances for Payroll	Bello, Arcelli G.	Payment of allowance of student assistants for October 2018.	11/15/2018	125,775.00	11/20/2018	more than 1 month	Still connected with the agency	125,775.00						
	Advances for Payroll	Bello, Arcelli G.	Payment of token incentive to members of the University Band (Grade 7 Trainees) for October 2018.	11/22/2018	4,800.00	11/27/2018	more than 1 month	Still connected with the agency	4,800.00						

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	Advances for Payroll	Bello, Arcelli G.	Payment of token incentive to members of the University Band for October 2018.	11/22/2018	32,000.00	11/27/2018	more than 1 month	Still connected with the agency	32,000.00						
	Advances for Payroll	Bello, Arcelli G.	Payment of allowance of student assistants for November 2018.	12/13/2018	112,600.00	12/18/2018	less than 1 month	Still connected with the agency	112,600.00						
	Advances for Payroll	Bello, Arcelli G.	Payment of wages of Job Order Personnel for September 1-15, 2018.	9/25/2018	25,284.60	10/1/2018	2 months	Still connected with the agency	25,284.60						
	Advances for Payroll	Bello, Arcelli G.	Grant of cash advance for the payment of wages of Job Order Personnel for September 1-15, 2018.	9/27/2018	19,302.07	10/2/2018	2 months	Still connected with the agency	19,302.07						
	Advances for Payroll	Bello, Arcelli G.	Payment of wages of Job Order Personnel for September 16-30, 2018.	10/5/2018	54,919.81	10/10/2018	more than 2 months	Still connected with the agency	54,919.81						
	Advances for Payroll	Bello, Arcelli G.	Payment of first wage of teaching personnel under contract of service status for August 1-September 15, 2018.	10/5/2018	43,212.78	10/10/2018	more than 2 months	Still connected with the agency	43,212.78						
	Advances for Payroll	Bello, Arcelli G.	Payment of wages of teaching personnel under contract of service status for September 16-31, 2018.	10/8/2018	86,627.07	10/15/2018	more than 2 months	Still connected with the agency	86,627.07						
	Advances for Payroll	Bello, Arcelli G.	Payment of overload of contract of service personnel for August 6-31, 2018.	10/10/2018	6,808.41	10/15/2018	more than 2 months	Still connected with the agency	6,808.41						
	Advances for Payroll	Bello, Arcelli G.	Payment of first wage of teaching personnel under Contract of Service Status for August 1-September 15, 2018.	10/22/2018	66,602.39	10/29/2018	more than 2 months	Still connected with the agency	66,602.39						
	Advances for Payroll	Bello, Arcelli G.	Payment of overload pay of teaching personnel under Contract of Service Status for August 6-31, 2018.	10/22/2018	3,851.23	10/29/2018	more than 2 months	Still connected with the agency	3,851.23						
	Advances for Payroll	Bello, Arcelli G.	Payment of wages of Job Order Personnel for October 1-15, 2018.	10/22/2018	39,836.32	10/29/2018	more than 2 months	Still connected with the agency	39,836.32						
	Advances for Payroll	Bello, Arcelli G.	Payment of wages of Teaching Personnel under Contract of Service status for October 1-15, 2018.	11/6/2018	26,584.33	11/13/2018	more than 1 month	Still connected with the agency	26,584.33						

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	Advances for Payroll	Bello, Arcelli G.	Payment of wage of Job Order Personnel for October 16-31, 2018.	11/9/2018	33,741.96	11/14/2018	more than 1 month	Still connected with the agency	33,741.96						
	Advances for Payroll	Bello, Arcelli G.	Payment of wages of Job Order personnel for November 1-15, 2018.	11/22/2018	36,488.45	11/27/2018	more than 1 month	Still connected with the agency	36,488.45						
	Advances for Payroll	Bello, Arcelli G.	Payment of wages of Job Order personnel for November 16-30, 2018.	12/7/2018	32,624.06	12/12/2018	less than 1 month	Still connected with the agency	32,624.06						
	Advances for Payroll	Bello, Arcelli G.	Payment of wages of Contract of Service Personnel for the MLGP Colloquium and Graduation.	12/8/2018	4,750.00	12/13/2018	less than 1 month	Still connected with the agency	4,750.00						
	Advances for Payroll	Bello, Arcelli G.	Payment of wages of NGP Job Order personnel for November 2-December 12, 2018.	12/20/2018	39,900.00	12/26/2018	less than 1 month	Still connected with the agency	39,900.00						
	Advances for Payroll	Bello, Arcelli G.	Payment of honoraria of the training facilitators during the MLGP Region 1 trainings.	12/20/2018	115,380.00	12/26/2018	less than 1 month	Still connected with the agency	115,380.00						
	Advances for Payroll	Bello, Arcelli G.	Payment of wages of Job Order personnel for December 1-15, 2018.	12/21/2018	43,423.41	12/27/2018	less than 1 month	Still connected with the agency	43,423.41						
	Advances for Payroll	Bello, Arcelli G.	Refund of school fees for the 1st and 2nd sem SY 2017-2018	9/4/2018	9,226.00	9/10/2018	more than 3 months	Still connected with the agency	9,226.00						
	Advances for Payroll	Bello, Arcelli G.	Payment of incentives of cooperating teachers of the students teachers for the 2nd sem SY 2017-2018	9/4/2018	8,049.99	9/10/2018	more than 3 months	Still connected with the agency	8,049.99						
	Advances for Payroll	Bello, Arcelli G.	Refund of school fees for the 2nd sem, SY 2017-2018 and 1st sem, SY 2018-2019	9/6/2018	6,231.75	9/11/2018	more than 3 months	Still connected with the agency	6,231.75						
	Advances for Payroll	Bello, Arcelli G.	Payment of token incentive to Scout Official for the Day (SOFAD) for October 2018.	10/8/2018	28,800.00	10/15/2018	more than 2 months	Still connected with the agency	28,800.00						
	Advances for Payroll	Bello, Arcelli G.	Refund of school fees for the 2nd Sem, SY 2017-2018, and 1st Sem, SY 2018-2019 due to overpayment.	10/10/2018	1,267.00	10/15/2018	more than 2 months	Still connected with the agency	1,267.00						
	Advances for Payroll	Bello, Arcelli G.	Payment of cash prizes of Save the Frogs Literary and Arts Contest winners on May 30, 2018.	10/29/2018	9,000.00	11/6/2018	more than 1 month	Still connected with the agency	9,000.00						
	Advances for Payroll	Bello, Arcelli G.	Payment refund of school fees of 5 NCIP Scholars for the 2nd Sem, SY 2017-2018.	11/13/2018	13,057.00	11/20/2018	more than 1 month	Still connected with the agency	13,057.00						

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	Advances for Payroll	Bello, Arcelli G.	Refund of school fees of 5 ESGP-PA grantees for the Midyear Term, SY 2017-2018.	11/14/2018	2,115.00	11/21/2018	more than 1 month	Still connected with the agency	2,115.00						
	Advances for Payroll	Bello, Arcelli G.	Refund of school fees of 13 ESGP-PA grantees for the 2nd Semester, SY 2017-2018.	11/14/2018	21,515.00	11/21/2018	more than 1 month	Still connected with the agency	21,515.00						
27	Advances for Payroll	Kinnud, Richard H.	Payment of incentives to the Academic Achievers for May 2018	8/30/2018	11,500.00	9/4/2018	more than 3 months	Still connected with the agency	11,500.00						
	Advances for Payroll	Kinnud, Richard H.	Refund of school fees due to withdrawal and overpayment for the 1st sem AY 2017-2018, 2nd Sem AY 2017-2018, and 1st Sem AY 2018-2019.	8/30/2018	13,386.50	9/4/2018	more than 3 months	Still connected with the agency	13,386.50						
	Advances for Payroll	Kinnud, Richard H.	Payment of honorarium of cooperating teachers and school heads for the 2nd sem, SY 2017-2018	8/31/2018	2,900.00	9/5/2018	more than 3 months	Still connected with the agency	2,900.00						
BUSINESS TYPE INCOME															
28	Advances to Officers & Employees	Kiswa, Ambo D.	Working Capital of the Multi-Vegetable Project; Beginning balance on June 30, 2007; carrying amount in January 2004.	prior to 2004	4,000.00	1/31/2004	more than 14 years	Still connected with the agency		4,000.00		No NR prepared			Demand letter dated June 23, 2016 was issued.
29	Advances to Officers & Employees	Kiswa, Ambo D.	Working Capital of the Multi-Vegetable Project in 2008	2/18/2008	30,000.00	1/31/2009	more than 9 years		30,000.00						Demand letter dated June 23, 2016 was issued.
30	Advances to Officers & Employees	Demot, Juliet	Beginning balance on June 30, 2007; carrying amount in January 2004.	prior 2004	2,175.08	1/31/2005	more than 13 years	Retired		2,175.08	No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced.
31	Advances to Officers & Employees	Awal, Isidro	Working Capital of the Multi-Vegetable Project in 2011.	4/15/2011	9,998.00	1/31/2012	more than 6 years	Still connected with the agency	9,998.00			No NR prepared			Demand letter dated June 23, 2016 was issued.
32	Advances to Officers & Employees	Limpin, Oscar B.	Beginning balance on June 30, 2007; carrying amount in January 2004, reference SL 1997.	12/31/1997	2,000.00	1/31/1998	more than 20 years	Retired		2,000.00	No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced.
33	Advances to Officers & Employees	Coilan, Nicanra J.	Expenses to pick supplies and submission of diplomat plate, beginning balance on June 30, 2007	11/30/2003	3,700.00	12/31/2003	more than 14 years	Still connected with the agency		3,700.00		No NR prepared			Demand letter dated June 23, 2016 was issued.


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34	Advances to Officers & Employees	Ramos, Estrella	Beginning balance on June 30, 2007; carrying amount in January 2004.	prior 2004	13,223.00	1/31/2004	more than 14 years	Retired		13,223.00	No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced.
35	Advances to Officers & Employees	Wayan, Pablo P.	Working capital of the Floriculture Project; beginning balance on June 30, 2007; carrying amount in January 2004.	prior 2004	1,999.00	1/31/2004	more than 14 years	Retired		1,999.00	No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced.
TRUST FUND- Trust Receipts															
36	Advances to Officers & Employees	Avila, Jane K.	2007 beginning balances under the eNGAS	prior to 2007	207.67		more than 10 years	Retired		207.67	No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced.
37	Advances to Officers & Employees	Ayyokad, Lito O.	Travelling expenses while on OB to CICT, Quezon City on April 17-19, 2011.	4/5/2011	2,344.00	5/20/2011	more than 7 years	Resigned	2,344.00		No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced.
38	Advances to Officers & Employees	Carpio, Marife D.	TEV on official travel to Caoyan, Ilocos Sur on March 25-27, 2009.	3/26/2009	2,560.00	4/28/2009	more than 9 years	Resigned	2,560.00		No request for write off	No NR prepared			Demand letter dated June 23, 2016 was prepared but not issued since whereabouts of AO cannot be traced.
39	Advances to Officers & Employees	Salda, Violeta B.	Working capital of BVPC	prior to June 2007	7,267.24		more than 10 years	Still connected with the agency		7,267.24		No NR prepared			Demand letter dated June 23, 2016 was issued.
40	Advances to Officers & Employees	Quindara, Hilda L.	Payment of various nutritional and laboratory analysis of peanut food product samples.	11/29/2016	43,140.00	12/29/2016	more than 1 year	Still connected with the agency	43,140.00						
41	Advances for Payroll	Bello, Arcelli G.	Cash Advance for withdrawal from HARRDEC	11/12/2018	118,440.00	11/19/2018	more than 1 month	Still connected with the agency	118,440.00						
	Advances for Payroll	Bello, Arcelli G.	Payment of incentives of evaluators and winners (both in oral presentation and poster competition)	12/8/2018	49,380.00	12/13/2018	less than 1 month	Still connected with the agency	49,380.00						
TRUST FUND- Inter Agency Transferred Fund															
42	Advances to Officers & Employees	Sim, Jovita M.	Travel to Mt. Province on March 1-17, 2012.	03/12/2012	0.50	4/18/2014	more than 4 years	Still connected with the agency	0.50						
43	Advances for Payroll	Bello, Arcelli G.	Salary of farm aides for August 1-31, 2018.	9/7/2018	28,500.00	9/12/2018	more than 3 months	Still connected with the agency	28,500.00						

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	Advances for Payroll	Bello, Arcelli G.	Payment of honorarium of the LGUs Representatives, DOST Representative and Farmer leaders for the 3rd Quarter.	9/12/2018	18,900.00	9/17/2018	more tha 3 months	Still connected with the agency	18,900.00						
	Advances for Payroll	Bello, Arcelli G.	Release of scholarship benefits of 3 PARFFI scholars for the 1st Semester.	10/15/2018	33,000.00	10/22/2018	more than 2 months	Still connected with the agency	33,000.00						
	Advances for Payroll	Bello, Arcelli G.	Release of financial benefit of 13 CHED Tulong Dunong grantees for the 2nd sem.	10/15/2018	39,000.00	10/22/2018	more than 2 months	Still connected with the agency	39,000.00						
	Advances for Payroll	Bello, Arcelli G.	Release of financial benefit of 12 CHED Tulong Dunong grantees for the 1st sem.	10/15/2018	36,000.00	10/22/2018	more than 2 months	Still connected with the agency	36,000.00						
	Advances for Payroll	Bello, Arcelli G.	Release of financial benefit of 28 Tulong Dunong grantees.	11/9/2018	84,000.00	11/14/2018	more than 1 month	Still connected with the agency	84,000.00						
	Advances for Payroll	Bello, Arcelli G.	Release of scholarship benefits of 3 NGCP scholars for the 1st semester.	11/19/2018	75,000.00	11/14/2018	more than 1 month	Still connected with the agency	75,000.00						
	Advances for Payroll	Bello, Arcelli G.	Release of scholarship benefits of 3 PARFFI scholars for the 1st semester.	11/21/2018	9,000.00	11/26/2018	more than 1 month	Still connected with the agency	9,000.00						
	Advances for Payroll	Bello, Arcelli G.	Release of December allowance of 3 PARFFI scholars for the 1st semester.	12/8/2018	9,000.00	12/13/2018	less than 1 month	Still connected with the agency	9,000.00						
	Advances for Payroll	Bello, Arcelli G.	Release of scholarship benefits of 3 NGCP scholars for the 1st semester.	12/8/2018	29,081.00	12/13/2018	less than 1 month	Still connected with the agency	29,081.00						
44	Advances for Payroll	Kinnud, Richard H.	Cash Advance for GAA Tulong Dunong. Initially disbursed in GF 101.	8/31/2018	27,168.00	9/5/2018	more than 3 months	Still connected with the agency	27,168.00						
	Advances for Payroll	Kinnud, Richard H.	Cash Advance for GAA Tulong Dunong. Initially disbursed in GF 101.	8/31/2018	3,744.00	9/5/2018	more than 3 months	Still connected with the agency	3,744.00						
	Advances for Payroll	Kinnud, Richard H.	Cash Advance for GAA Tulong Dunong. Initially disbursed in GF 101.	8/31/2018	14,709.00	9/5/2018	more than 3 months	Still connected with the agency	14,709.00						
	Advances for Payroll	Kinnud, Richard H.	Cash Advance for GAA Tulong Dunong. Initially disbursed in GF 101.	8/31/2018	5,859.00	9/5/2018	more than 3 months	Still connected with the agency	5,859.00						
	Advances for Payroll	Kinnud, Richard H.	Grant of Cash Advance. Charge to Tulong Dunong.	8/31/2018	22,668.00	9/5/2018	more than 3 months	Still connected with the agency	22,668.00						

No.	Account Used	Name of Accountable Officer (AO)/ Employee	Purpose	Date Granted	Unliquidated Amount	Due Date of Liquidation	Age of Cash Advance	Status of AO/ Employee	Availability of Documents		Action taken by:		Status of Request for write off and/or Narrative Report	Amount written off/ Subject of NR	Remarks
									With complete documents (in terms of total amount of CA)	Without or incomplete documents (in terms of total amount of CA)	Agency Officials (Write-off Requested)	Auditor (Narrative Report (NR) Prepared)			
	Advances for Payroll	Kinnud, Richard H.	Grant of Cash Advance. Charge to Tulong Dunong.	8/31/2018	12,000.00	9/5/2018	more than 3 months	Still connected with the agency	12,000.00						
	Advances for Payroll	Kinnud, Richard H.	Grant of Cash Advance. Initially disbursed thru payroll. Charge to CHED Full	8/31/2018	29,809.00	9/5/2018	more than 3 months	Still connected with the agency	29,809.00						
	Advances for Payroll	Kinnud, Richard H.	Grant of Cash Advance. Initially disbursed thru payroll. Charge to CHED Partial.	8/31/2018	22,500.00	9/5/2018	more than 3 months	Still connected with the agency	22,500.00						
	Advances for Payroll	Kinnud, Richard H.	Ggrant of cash advance for the release of scholarship benefits of scholars.	8/10/2018	110,000.00	8/15/2018	more than 4 months	Still connected with the agency	110,000.00						
	Advances for Payroll	Kinnud, Richard H.	Cash advance for the release of scholarship benefits of scholars.	8/10/2018	60,000.00	8/15/2018	more than 4 months	Still connected with the agency	60,000.00						
	Advances for Payroll	Kinnud, Richard H.	Payment of Cash Awards during the 3rd University Student Congress held at NPRCTC on June 7, 2018.	8/29/2018	24,500.00	9/4/2018	more than 3 months	Still connected with the agency	24,500.00						
	Advances for Payroll	Kinnud, Richard H.	Salary of farm aide July 1-31, 2018.	8/8/2018	28,500.00	8/13/2018	more than 4 months	Still connected with the agency	28,500.00						
TOTAL					4,002,193.09				2,524,619.98	1,477,573.11					

Certified Correct:


IMELDA B. GALINATO
 Accountant IV
 Chief Accountant


NOEMI C. TAGUDAR
 State Auditor IV
 Audit Team Leader