

SCHEDULE OF CASH ADVANCES TO OFFICERS AND EMPLOYEES (123ca)
As of November 15, 2018

Preliminary Report

NAME OF EMPLOYEE/ OFFICER	AMOUNT GRANTED	DATE GRANTED	AMOUNT	1-30 DAYS	31-60 DAYS	OVER 60 DAYS	PARTICULARS	REMARKS
Alzona, Anna Marie	1,500.00	11-09-18	1,500.00	1,500.00			Pre-travel allowance re: Gov't. delegate for the INDEX on 11-14 November 2018 in Doha, Qatar.	Liquidation in process
Alzona, Anna Marie	23,924.70	11-09-18	23,924.70	23,924.70			US\$ 450 for the daily subsistence allowance re: Gov't. delegate for the INDEX on 11-14 November 2018 in Doha, Qatar.	Liquidation in process
Bagulbagul, Norman	1,500.00	11-07-18	1,500.00	1,500.00			Pre-travel allowance re: Electronica 2018 on 10-19 November in Munich, Germany.	Event on-going
Bagulbagul, Norman	115,636.05	11-07-18	115,636.05	115,636.05			US\$ 2,175 for the daily subsistence allowance re: Electronica 2018 on 10-19 November in Munich, Germany.	Event on-going
Bagulbagul, Norman	43,596.12	11-08-18	43,596.12	43,596.12			US\$ 820 for various expenses re: Electronica 2018 on 10-19 November in Munich, Germany.	Event on-going
Beriso, Joana Faye		10-25-18	1,500.00		1,500.00		Pre-travel allowance re: 1st China International Import Expo 2018 on 1-12 November 2018 in Shanghai, China.	Liquidation in process
Beriso, Joana Faye		10-25-18	143,742.72		143,742.72		US\$ 2,666 for the DSA re: 1st China International Import Expo 2018 on 1-12 November 2018 in Shanghai, China.	Liquidation in process
Dimaano, Arturo	1,500.00	11-05-18	1,500.00	1,500.00			Pre-travel allowance re: IFFT 2018 on 12-18 November 2018 in Japan.	Event on-going
Dimaano, Arturo	103,620.53	11-07-18	103,620.53	103,620.53			US\$ 1,949 for the daily subsistence allowance re: IFFT 2018 on 12-18 November 2018 in Japan.	Event on-going
Dimaano, Arturo	106,332.00	11-09-18	106,332.00	106,332.00			US\$ 2,000 for the electrical installation/consumption re: IFFT 2018 on 12-18 November 2018 in Japan.	Event on-going
Erese, Gesille Anne	1,500.00	11-07-18	1,500.00	1,500.00			Pre-travel allowance re: Electronica 2018 on 10-19 November in Munich, Germany.	Event on-going
Erese, Gesille Anne	115,636.05	11-07-18	115,636.05	115,636.05			US\$ 2,175 for the daily subsistence allowance re: Electronica 2018 on 10-19 November in Munich, Germany.	Event on-going
Evio, Clodualdo	60,680.00	11-07-18	60,680.00	60,680.00			Payment for the installation of memory upgrade of 5 omen laptop.	Spare parts not yet deliver
Evio, Marjo	7,000.00	11-12-18	-	-			Food and beverage in connection with the Mia. FAME BSO meeting on 13 November 2018.	Fully Liquidated
Flancia, Maria Rosario	20,000.00	11-12-18	20,000.00	20,000.00			Purchases of tokens for the 31st ATPF CEO meeting.	Docs. still in process
Genovia, Jessica		10-08-18	1,500.00		1,500.00		Pre-travel allowance re: SIAL 2018 on 18-27 October in Paris, France.	Liquidation in process
Genovia, Jessica		10-15-18	173,651.39		173,651.39		US\$ 3,194 for the daily subsistence allowance re: SIAL 2018 on 18-27 October in Paris, France.	Liquidation in process
Genovia, Jessica		10-18-18	48,886.20		48,886.20		US\$ 900 for various expenses re: SIAL 2018 on 18-27 October in Paris, France.	Liquidation in process
Gonzales, Reynaldo	91,793.50	11-07-18	91,793.50	91,793.50			Payment for the repair of CITEM vehicle, groceries, supplies and transportation maintenance.	Docs. still in process
Mariquina, Eva Marie		10-25-18	1,500.00		1,500.00		Pre-travel allowance re: 1st China International Import Expo 2018 on 30 October - 12 November 2018 in Shanghai, China.	Liquidation in process
Mariquina, Eva Marie		10-25-18	171,175.23		171,175.23		US\$ 3,163 for the DSA re: 1st China International Import Expo 2018 on 30 October - 12 November 2018 in Shanghai, China.	Liquidation in process
Mariquina, Eva Marie		10-25-18	184,001.20		184,001.20		US\$ 3,400 for SDO re: 1st China International Import Expo 2018 on 30 October - 12 November 2018 in Shanghai, China.	Liquidation in process
Marpuri, Anna Grace	30,000.00	11-12-18	30,000.00	30,000.00			Food and tokens for the CITEM Board meeting on 16 November 2018.	Purpose not yet served
Mendoza, Rowena		10-16-18	56,903.18		56,903.18		US\$ 4,180 for various expenses re: SIAL 2018 on 18-27 October in Paris, France.	Balance for refund
Mendoza, Rowena		10-25-18	1,500.00		1,500.00		Pre-travel allowance re: 1st China International Import Expo 2018 on 1-12 November 2018 in Shanghai, China.	Liquidation in process
Mendoza, Rowena		10-26-18	143,742.72		143,742.72		US\$ 2,666 for the DSA re: 1st China International Import Expo 2018 on 1-12 November 2018 in Shanghai, China.	Liquidation in process
Rustia, Marie Dominique	1,500.00	11-05-18	1,500.00	1,500.00			Pre-travel allowance re: IFFT 2018 on 12-18 November 2018 in Japan.	Event on-going

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Rustia, Marie Dominique	103,620.53	11-07-18	103,620.53	103,620.53			US\$ 1,949 for the daily subsistence allowance re: IFFT 2018 on 12-18 November 2018 in Japan.	
Rustia, Marie Dominique	42,532.80	11-07-18	42,532.80	42,532.80			US\$ 800 for various expenses re: IFFT 2018 on 12-18 November 2018 in Japan.	Event on-going
Santos, Marciano Jr.		10-25-18	158,241.03		158,241.03		US\$ 2,924 for the DSA re: 1st China International Import Expo 2018 on 30 October - 11 November 2018 in Shanghai, China.	Event on-going
Tani, Mario	707,967.12	11-08-18	707,967.12	707,967.12			US\$ 13,250 for various expenses re: 1st China International Import Expo 2018 on 5-10 November 2018 in Shanghai, China.	Liquidation in process
Tapang, Peter Joseph		10-25-18	1,500.00		1,500.00		Pre-travel allowance re: 1st China International Import Expo 2018 on 30 October - 11 November 2018 in Shanghai, China.	Liquidation in process
Tapang, Peter Joseph		10-25-18	158,241.03		158,241.03		US\$ 2,924 for the DSA re: 1st China International Import Expo 2018 on 30 October - 11 November 2018 in Shanghai, China.	Liquidation in process
Tapang, Peter Joseph		10-25-18	48,706.20		48,706.20		US\$ 900 for SDO re: 1st China International Import Expo 2018 on 30 October - 11 November 2018 in Shanghai, China.	Liquidation in process
	<u>1,579,839.40</u>		<u>2,867,630.30</u>	<u>1,572,839.40</u>	<u>1,294,790.90</u>	<u>-</u>		

Prepared by:
Edna G. Go
Edna G. Go
Senior Bookkeeper

Noted by:
Ma. Lourdes D. Mediran
Ma. Lourdes D. Mediran
Deputy Executive Director

Validated/Verified by:
Chorja U. Gabronino
Chorja U. Gabronino
State Auditor IV/Audit Team Leader

Current outstanding cash
advance (November 2018) 2,867,630.30
Add:
Long outstanding cash
advances (JEV# 14-04-06) 1,378,924.76
4,246,555.06

* Excluding dormant cash advances amounting to P 1.4M with
age over 10 years, requested for write-off

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BY: *[Signature]*