



GUIMBA WATER DISTRICT
Summary Monthly Progress Report on the Settlement of Cash Advances
For the Month of November 2015

CASH ADVANCES MONITORED - CURRENT MONTH

C u r r e n t M o n t h								
Name of Accountable Officer	Position	Unliquidated Cash Advance Beginning Balance Last Month	Cash Advances Granted for the Month	Total Cash Advances Balances for the Month	Liquidations Made During The Month	Unliquidated Cash Advance Beginning Balance This Month	No. of Demand Letters Sent by the Accountant	Remarks
		Amount	Amount	Amount	Amount	Amount		
BEG. BALANCE		45,508.64	-	-	-	45,508.64		
Eng'r. Felixberto C. Legarda	General Manager	150,000.00		150,000.00	150,000.00	-		
Mark Angelo F. Sarmiento	Cashier	-	10,500.00	10,500.00	10,500.00	-		
Total		195,508.64	10,500.00	160,500.00	160,500.00	45,508.64		

Prepared by:

Mary Grace D. Batangan
MARY GRACE D. BATANGAN
 Sr. Corporate Accountant

Noted by:

Eng'r. Felixberto C. Legarda
ENG'R. FELIXBERTO C. LEGARDA
 General Manager

Verified by:

Armando E. Veron
ARMANDO E. VERON
 State Auditor IV
 Audit Team Leader



GUIMBA WATER DISTRICT
Monthly Progress Report on the Settlement of Cash Advances
Per Accountable Officer
For the Month of November 2015

CASH ADVANCES MONITORED - CURRENT MONTH

C u r r e n t M o n t h																					
Name of AO	Unliquidated Cash Advance Beginning Balance				Cash Advances Granted During the Month				Total Cash Advances Balances			Liquidations during the Month							Unliquidated Cash Advance Ending Balance		
	Date Granted	Reference	Purpose	Amount	Date Granted	Reference	Purpose	Amount	Date Granted	Reference	Amount	Details of Liquidation			Details of Refund			Total Amount	Date Granted	Reference	Amount
												Date Liquidated	Reference	Amount	OR No.	OR Date	Amount				
		AUDIT REPORT 2011		39,045.22						AUDIT REPORT 2011	39,045.22									AUDIT REPORT 2011	39,045.22
				6,463.42							6,463.42										6,463.42
Total				45,508.64				-			45,508.64	-	-					-			45,508.64

Prepared by:

Mary Grace D. Batangan
MARY GRACE D. BATANGAN
 Sr. Corporate Accountant

Noted by:

Eng'r. Felixberto O. Legarda
ENG'R. FELIXBERTO O. LEGARDA
 General Manager

Verified by:

Armando E. Veron
ARMANDO E. VERON
 State Auditor IV



GUIMBA WATER DISTRICT
Monthly Progress Report on the Settlement of Cash Advances
Per Accountable Officer
For the Month of November 2015

CASH ADVANCES MONITORED - CURRENT MONTH

Current Month																					
Name of AO	Unliquidated Cash Advance Beginning Balance				Cash Advances Granted During the Month				Total Cash Advances Balances			Liquidations during the Month							Unliquidated Cash Advance Ending Balance		
	Date Granted	Reference	Purpose	Amount	Date Granted	Reference	Purpose	Amount	Date Granted	Reference	Amount	Details of Liquidation			Details of Refund			Total Amount	Date Granted	Reference	Amount
												Date Liquidated	Reference	Amount	OR No.	OR Date	Amount				
ENG'R. FELIXBERTO C. LEGARDA					09/01/15	CV No. 2015-09-0004	Expenses to be incurred in attending the 88th Annual Water Environment Federation Technical Exhibition & Conference at Chicago, Illinois Sept. 26-30, 2015.	150,000.00	09/01/15	CV No. 2015-09-0004	150,000.00	11/27/15	LR No. 2015-11-003 JEV No. 2015-0030	86,530.50	60839	11/27/2015	63,469.50	150,000.00			
Total											150,000.00							150,000.00			

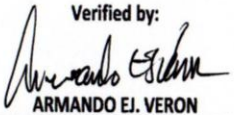
Prepared by:


MARY GRACE D. BATANGAN
Sr. Corporate Accountant

Noted by:


ENG'R. FELIXBERTO C. LEGARDA
General Manager

Verified by:


ARMANDO E. VERON
State Auditor IV
Audit Team Leader



GUIMBA WATER DISTRICT
Monthly Progress Report on the Settlement of Cash Advances
Per Accountable Officer
For the Month of November 2015

CASH ADVANCES MONITORED - CURRENT MONTH

C u r r e n t M o n t h																					
Name of AO	Unliquidated Cash Advance Beginning Balance				Cash Advances Granted During the Month				Total Cash Advances Balances			Liquidations during the Month							Unliquidated Cash Advance Ending Balance		
	Date Granted	Reference	Purpose	Amount	Date Granted	Reference	Purpose	Amount	Date Granted	Reference	Amount	Date Liquidated	Reference	Amount	OR No.	OR Date	Amount	Total Amount	Date Granted	Reference	Amount
MARK ANGELO F. SARMIENTO					11/13/15	CV NO. 2015-11-0046	Purchase of electrical materials to be use for the maintenance of district's pumping station.	3,500.00	11/13/15	CV NO. 2015-11-0046	3,500.00	11/13/15	LR No. 2015-11-001 JEV No. 2015-0028	3,329.20	60714	11/13/15	170.80	3,500.00			
					11/20/15	CV NO. 2015-11-0065	Purchase of spareparts of jackhammer & computer supplies.	7,000.00	11/20/15	CV NO. 2015-11-0065	7,000.00	11/26/15	LR No. 2015-11-002 JEV No. 2015-0029	6,071.80	60815	11/26/15	928.20	7,000.00			
Total								10,500.00			10,500.00			9,401.00			1,099.00	10,500.00			

Prepared by:

Mary Graced D. Batangan
MARY GRACED D. BATANGAN
 Sr. Corporate Accountant

Noted by:

Eng'R. Felixberto C. Legarda
ENG'R. FELIXBERTO C. LEGARDA
 General Manager

Verified by:

Armando E. Veron
ARMANDO E. VERON
 State Auditor IV
 Audit Team Leader