



**GUIMBA WATER DISTRICT**  
**GUIMBA, NUEVA ECIIJA**

**TELEPHONE NO. (044) 611-12-07**

**TELEFAX NO. (044) 611-01-11**

**MS. TERESITA M. GEQUINTO**  
OIC-Supervising Auditor  
Water Districts Audit Group  
COA Regional Office No. III  
City of San Fernando, Pampanga

November 23, 2016

<b>AUDIT GROUP C</b>
Corporate Government Sector
Received by: <u>Ms. T. M. Gequinto</u>
Date: <u>11/25/16</u>
Time: <u>3:23 pm</u>

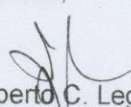
Madam:

We are submitting the following document for your references and guidance:

Report on Ageing of Advances to Officers & Employees as of November 15, 2016.

Thank you very much.

Very Truly Yours,

  
Eng'r. Felixberto C. Legarda  
General Manager

"GWD Copy"

Report on Ageing of Cash advances  
Schedule of Advances to Officers & Employees  
As of **NOVEMBER 15, 2016**

<b>AUDIT GROUP C</b>	
Corporate Government Sector	
Received by:	<i>[Signature]</i>
Date:	11/25/16
Time:	3:23 pm

Agency Name: GUIMBA WATER DISTRICT  
Agency Code:

Book No.:  
Account Title: Advances to Officers & Employees  
Account Code: Acct# 148

Name	Date Granted	Particulars	Reference	Total Amount	Amount Due				Remarks <small>(state date of liquidation and reason why if liquidated after the cut-off date)</small>
					Less than 30 days	31-60 days	61-365 days	Over 1 year	
<b>A. Advances for Special Purposes</b>									
1. Local Travel									
2. Foreign Travels									
3. Special Activities/Projects									
<b>B. Advances for Regular Disbursing Officers</b>									
1. Payroll									
2. Seminar/Conference									
3. Expenses	2011							45,508.64	No details of the balances. (Audit Report 2011)
<b>TOTALS</b>								<b>45,508.64</b>	

Certified Correct:

*[Signature]*  
**MARY GRACE D. BATANGAN**  
Division Manager C - Finance

Approved by:

*[Signature]*  
**Engr. FELIXBERTO C. LEGARDA**  
General Manager

Verified by:

*[Signature]*  
**ARMANDO EJ. VERON** 11/27  
State Auditor IV  
COA Audit Team Leader

Date Submitted: \_\_\_\_\_