

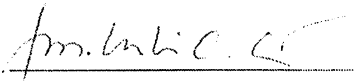
**REPORT ON AGEING OF CASH ADVANCES
SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES
AS OF NOVEMBER 15, 2017**

Agency Name : Metro Lipa Water District

Agency Code :

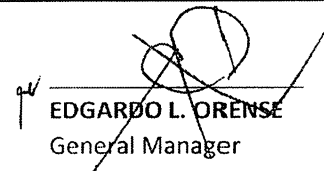
Name	Date CA Granted	Particulars	Reference Check Voucher	Total Amount	Amount Due				Remarks liquidation and reason why if liquidated after the cut-off dates
					Less than 30 days	31-60 days	61-365 days	over 1 year	
A. Advances for Special Purpose									
1. Local travel									
2. Foreign Travel									
3. Special Activities/Projects									
B. Advances to Regular Disbursing Officers									
1. Payroll									
2. Seminar/Conference									
MA. EVANGELINE C. AMANTE	November 2, 2017	SEMINAR	201711-02-004	7,000.00	7,000.00				November 16, 2017
MA. CATHERINE V. MANGUIAT	November 2, 2017	STAWD MEETING	201711-02-007	10,000.00	10,000.00				November 16, 2017
REBECCA A. BATHAN	November 6, 2017	STAFF MEETINGS	201711-06-031	10,000.00	10,000.00				
VIOLEBETH L. MARANAN	November 6, 2017	BOD MEETINGS	201711-06-033	15,000.00	15,000.00				
KEVIN MARK A. CARANDANG	November 14, 2017	CONVENTION	201711-14-132	3,200.00	3,200.00				November 20, 2017
TOTAL CASH ADVANCE GRANTED				45,200.00	45,200.00				

Certified by :

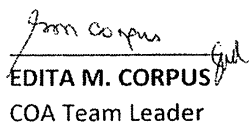


MA. EVANGELINE C. AMANTE
Division Manager
Accounting and Financial Management Division

Approved by :


EDGARDO L. ORENSE
General Manager

Verified by :


EDITA M. CORPUS
COA Team Leader

Date Submitted : 11/28/2017