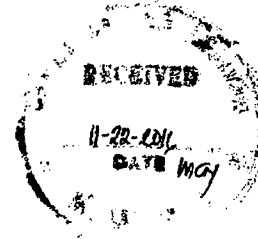




Schedule of Advances to Officers and Employees
 As of November 15, 2016



Name: Metropolitan Waterworks and Sewerage System
 Code:

Book No:
 Account Title: Advances to Officers and Employees
 Account Code: 123-02

Name	Date CA granted	Particulars	Reference	Total Amount	Amount Due			Remarks	
					Less than 30 days	31-60 days	61-365 days		
A. Advances for Special Purposes									
1. Local Travel									
Rebecca R. De Vera	11/14/16	Attendance to the 42nd National Convention of PICE on Nov. 17-19, 2016 held on Nov. 17-19, 2016 at SMX Convention Center, Davao City per Office Order# 2016-123B dated Nov. 10, 2016	Check#52396 2 JEV# 11-3830	16,200.00	16,200.00			seminar is on going	
Nestor Lualhati	11/14/16	Attendance to the 42nd National Convention of PICE on Nov. 17-19, 2016 held on Nov. 17-19, 2016 at SMX Convention Center, Davao City per Office Order# 2016-123B dated Nov. 10, 2016	Check#52395 6 JEV# 11-3828	16,200.00	16,200.00			seminar is on going	
Evangelina Dacanay	11/14/16	Attendance to the 42nd National Convention of PICE on Nov. 17-19, 2016 held on Nov. 17-19, 2016 at SMX Convention Center, Davao City per Office Order# 2016-123B dated Nov. 10, 2016	Check#52395 7 JEV# 11-3829	16,200.00	16,200.00			seminar is on going	
Jose Alfredo Escoto Jr.	11/14/16	Attendance to the 42nd National Convention of PICE on Nov. 17-19, 2016 held on Nov. 17-19, 2016 at SMX Convention Center, Davao City per Office Order# 2016-123B dated Nov. 10, 2016	Check#52395 5 JEV# 11-3826	16,200.00	16,200.00			seminar is on going	
Hydie Baluca	11/14/16	Attendance to the 42nd National Convention of PICE on Nov. 17-19, 2016 held on Nov. 17-19, 2016 at SMX Convention Center, Davao City per Office Order# 2016-123B dated Nov. 10, 2016	Check#52396 3 JEV# 11-3831	16,200.00	16,200.00			seminar is on going	
Sub Total				81,000.00	81,000.00				



Schedule of Advances to Officers and Employees
 As of November 15, 2016

Name: Metropolitan Waterworks and Sewerage System
Code:

Book No:
Account Title: Advances to Officers and Employees
Account Code: 123-02

Name	Date CA granted	Particulars	Reference	Total Amount	Amount Due			Remarks
					Less than 30 days	31-60 days	61-365 days	
2. Foreign Travel								
3. Special Activities/Projects								
Vicente Elefante	11/9/16	Daily travel Allowance from November 14-18, 2016 for a member of the Physical Inventory Team of MWSS Properties located at Bacoor, Imus, Novelete, Rosario, kamilig and Cavite per Office Order per Office Order 2016-126 dated Nov. 8, 2016	Check#52394 2 JEV# 11-3815	24,000.00	24,000.00			physical inventory is on going
Sub Total				24,000.00	24,000.00	-	-	



Schedule of Advances to Officers and Employees
 As of November 15, 2016

Name: **Metropolitan Waterworks and Sewerage System**
 Code:

Book No:
 Account Title: **Advances to Officers and Employees**
 Account Code: **123-02**

Name	Date CA granted	Particulars	Reference	Total Amount	Amount Due			Remarks
					Less than 30 days	31-60 days	61-365 days	
B. Advances to Regular Disbursing Officers								
1. Payroll								
Sub Total								
2. Seminar/Conference Expenses								
Laurelynn F delos Santos	10/4/16	2016 Luzon Covention of HRM Practitioners on Nov. 28-30,2016 at PICC per Office Order # 2016-107 dated Sept. 20,2016	Check#523830 JEV#10-3521	6,000.00	6,000.00			scheduled of seminar is on Nov.28 to 30,2016
Yolanda Palma	10/04/16	2016 Luzon Covention of HRM Practitioners on Nov. 28-30,2016 at PICC per Office Order # 2016-107 dated Sept. 20,2016	Check#523829 JEV#10-3485	6,000.00	6,000.00			scheduled of seminar is on Nov.28 to 30,2016
Noel Yamson	11/14/16	Attendace to Institute of Integrated Electrical Engineers of the Phil. Annual Convention held on Nov, 23-26,2016 at SMX Convention Center at Pasay City per Office Order # 2016-127 dated Nov. 7, 2016	Check#523954 JEV#11-	3,550.00	3,550.00			scheduled of seminar is on Nov.28 to 30,2016
Sub Total				15,550.00	15,550.00	-	-	-
GRAND TOTALS				120,550.00	120,550.00	-	-	-

Note: Aging includes Saturday, Sunday and Holidays

Certified Correct:

JOCELYN M. TOLEDO
 Acting Manager, Finance Department

Approved by:

NATHANIEL C. SANTOS
 OIC, MWSS

Verified by:

RENCY MERYL P. MARQUEZ
 OIC - Audit Team Leader