

Report on Aging of Cash Advances
Schedule of Advances to Officers and employees
As of November 15, 2013

Agency Name: UNIVERSITY OF NORTHERN PHILIPPINES
Address: Tandang, Vigan City, Ilocos Sur
Agency Code: 1080

Book No. _____
Account Title: Trust Fund/Special Trust Fund- Use of Income
Account Code: 101, 134, 154

ANNEX 9

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NAME	PARTICULARS	REFERENCE		TOTAL AMOUNT	AMOUNT DUE				REMARKS
		Date	ck #		Less than 30 days	31-60 days	61-365 days	over 1 year	
A. Advances for Special Purpose									
1. Local Travel									
Fund 101 -Acct # 2040-9001-14									
Obrero, Mario	TEV-Makati, Oct 22-24, PASUC Trng/Workshop	10-17-13	109235	22,840.00	22,840.00				Settled already after Nov.15.
Trust Fund-Acct # 0402-0043-20									
Allagadan, Virginia	TEV-Baguio City, Nov 17-18, conduct enrolment	11-11-13	726554	4,320.00	4,320.00				
Gapate, Benjie	TEV-Mia, Oct 1-5, attend final interview at the embassy of India	9-27-13	726293	2,234.55		2,234.55			Original amount of cash advance was P 13,080.00. Partially settled as of Nov.15 P 10,845.45. The cash settlement of P2,234.55 was made upon the arrival of Dr. Gapate who was on official business in India.
Palma, Ronilo	TEV-Bacolod City, Oct 20-28, participate in the 18th Phil Univer	10-10-13	726379	1,337.87	1,337.87				Settled already after Nov.15.
Paniñas, Mervic	TEV-Baguio City, Oct 14-27, supervise reviewees - Licensure E	9-23-13	726277	21,816.00	21,816.00				Settled already after Nov.15.
Ragasa, Rolando	TEV-Makati, Oct 22-24, Orientation & Trng Workshop on NBC	10-17-13	726407	14,880.00	14,880.00				Settled already after Nov.15.
Special Trust Fund (Use of Income) -Acct # 0402-0043-12									
Amistad, Franklyn	TEV-Mia, Nov 15-16, visit diff review centers of BSCE grad	11-08-13	706946	28,820.00	28,820.00				
Basa, Leliani	TEV-Baguio, Nov 2-4, accompany BLIS stud for their Licensure	10-30-13	706881	3,760.00	3,760.00				
Cabaltera, Adela	TEV- SFLU, Nov 12-15, attend Supervisory Devt Course	11-08-13	706938	7,800.00	7,800.00				
Cadoma, Edelyn	TEV- SFLU, Nov 14, attend of the 2013P hil Stat Quiz	11-08-13	706939	3,950.00	3,950.00				Settled already after Nov.15.
Esta, Joe Michael	TEV-Baguio, Oct 23-25, attend REDTT's nat'l Res Forum	10-23-13	706835	10,296.00	10,296.00				Settled already after Nov.15.
Horlador, Erlinda	TEV-Legaspi City, Oct 25-27, attend 9th Sigma Beta Nat'l Conv	10-11-13	706825	10,284.00	10,284.00				Settled already after Nov.15.
Relon, Luzviminda	TEV-Nueva Ecija, Nov 6-8, 2013, Trng of New AACUP Accred	10-31-13	706904	12,220.00	12,220.00				Settled already after Nov.15.
Rivad, Edna	TEV-Mia, Sept 24-27, benchmarking to diff. SUC's	9-18-13	706769	18,825.89		18,825.89			Original amount of cash advance was P 49,920.00. Partially settled as of Nov.15 P31,094.11 and fully settled as of Nov 22
Ruadap, May Evelia	TEV-Baguio, Oct 23-25, attend REDTT's nat'l Res Forum	10-23-13	706836	5,148.00	5,148.00				Settled already after Nov.15.
Sotelo, Aida	TEV- Bacolod City, Nov 27-29, attend 13th Gen Assembly of th	11-05-13	706909	23,165.92	23,165.92				
	Total- Local Travel			191,698.23	170,637.79	21,060.44	-	-	
2. Foreign Travel									
Trust Fund-Acct # 0402-0043-20									
Gapate, Benjie	TEV-New Delhi, India, Nov 8-13, attend 6th Indo-Global Educ	11-05-13	726495	34,860.00	34,860.00				
Special Trust Fund (Use of Income) -Acct # 0402-0043-12									
Segismundo, Alma	TEV-Thailand, Nov 27-29, present research papers in the 2nd	11-08-13	706933	13,970.00	13,970.00				
Segismundo, Alma	reg fee in going toThailand, Nov 27-29, present research paper	11-08-13		4,350.00	4,350.00				
	Total- Foreign Travel			53,180.00	53,180.00	-	-	-	
	TOTAL- TRAVEL			244,878.23	223,817.79	21,060.44	-	-	
3. Special Activities/Projects									
Fund 101 -Acct # 2040-9001-14									
Aquino, La Paz Eulalia	wages of stud labor, Feb-Mar 2013	7-17-13	174607	400.00			400.00		After exhausting efforts, still student could not be located. Some have dropped(officially or unofficially) or already graduated or not enrolled. Received Nov 28.
Trust Fund-Acct # 0402-0043-20									
Aquino, La Paz Eulalia	financial assistance-Mayor R. Verzosa	5-08-13	678203	5,000.00			5,000.00		This is claim of student for SY 2012-2013 but he is not enrolled this SY 2013-2014, thus could not be located.
Aquino, La Paz Eulalia	financial assistance-Mayor R. Verzosa	6-24-13	679490	5,000.00			5,000.00		This is claim of student for SY 2012-2013 but he is not enrolled this SY 2013-2014, thus could not be located.

Report on Ageing of Cash Advances
Schedule of Advances to Officers and employees
As of November 13, 2013

Agency Name: UNIVERSITY OF NORTHERN PHILIPPINES
Address: Tamag, Vigan City, Ilocos Sur
Agency Code: 1080

Book No. _____
Account Title: Trust Fund/Special Trust Fund- Use of Income
Account Code: 101, 134, 164

ANNEX 8

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NAME	PARTICULARS	REFERENCE		TOTAL AMOUNT	AMOUNT DUE				REMARKS
		Date	ck #		Less than 30 days	31-60 days	61-365 days	over 1 year	
Aquino, La Paz Eulalia	refund of SMF	6-24-13	678491	600.00			600.00		After exhausting efforts, still student could not be located. Some have dropped(officially or unofficially) or already graduated or not enrolled. Received Nov 28.
Aquino, La Paz Eulalia	refund of SMF	7-02-13	725655	584.00			584.00		After exhausting efforts, still student could not be located. Some have dropped(officially or unofficially) or already graduated or not enrolled. Received Nov 28.
Aquino, La Paz Eulalia	refund of SMF	7-22-13	725878	1,106.00			1,106.00		After exhausting efforts, still student could not be located. Some have dropped(officially or unofficially) or already graduated or not enrolled. Received Nov 28.
Aquino, La Paz Eulalia	cash incentive stud groups	9-27-13	726287	69,050.00		69,050.00			After exhausting efforts, still student could not be located. Some already graduated or not enrolled. Original amount was P 267,250.00 and the balance as of Nov 27 is P61,150.00
Special Trust Fund (Use of Income) -Acct # 0402-0043-12									
Aquino, La Paz Eulalia	refund of tuition,SY 2013-2014	6-24-13	706611	288.00			288.00		After exhausting efforts, still student could not be located. Some have dropped(officially or unofficially) or already graduated or not enrolled. Received Nov 28.
Aquino, La Paz Eulalia	refund tuition,dropping of subjects	7-02-13	706629	860.00			860.00		After exhausting efforts, still student could not be located. Some have dropped(officially or unofficially) or already graduated or not enrolled. Received Nov 28.
Aquino, La Paz Eulalia	refund tuition,dropping of subjects	7-26-13	706682	245.00			245.00		After exhausting efforts, still student could not be located. Some have dropped(officially or unofficially) or already graduated or not enrolled. Received Nov 28.
Aquino, La Paz Eulalia	cash prizes for the UNP Stud Council	10-30-13	706897	4,200.00	4,200.00				
Aquino, La Paz Eulalia	cash prizes-statistical month celebration	11-05-13	706908	1,000.00	1,000.00				Fully released after Nov. 15.
TOTAL-Special Activities				88,333.00	5,200.00	69,050.00	14,083.00	-	
TOTAL- Advances for Special Purpose				333,211.23	229,017.79	90,110.44	14,083.00	-	
B. Advances to Regular Disbursing Officers									
1. Payroll									
Fund 101-2040-9001-14									
Aquino, La Paz Eulalia	salaries of Non-Teaching, Nov 16-30	9-27-13	189134	933,740.83	933,740.83				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	salaries of reg fac GS, Nov. 16-30	9-27-13	189135	1,908,155.96	1,908,155.96				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	salaries of reg fac CBAA, Nov. 16-30	9-27-13	189136	926,632.66	926,632.66				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	salaries of reg fac CTE, Nov. 16-30	9-27-13	189137	943,330.39	943,330.39				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	salaries of tempo fac, Nov 16-30	9-27-13	189139	114,433.64	114,433.64				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	hon of data collectors -Botika Ng Brgy, May-July 2013	10-8-13	189185	9,000.00	9,000.00				Fully released after Nov. 15.
Aquino, La Paz Eulalia	hon of data collectors-Faculty Based Delivery, Mar-May 2013	10-8-13	189186	10,125.00	10,125.00				Fully released after Nov. 15.
Aquino, La Paz Eulalia	hon of datacollectors- Health condition of Inmates, IS, Feb-Mar	10-10-13	189212	5,400.00	5,400.00				Fully released after Nov. 15.
Aquino, La Paz Eulalia	RATA Nov. 2013	10-17-13	189229	214,500.00	214,500.00				Fully released after Nov. 15.
Aquino, La Paz Eulalia	salaries of reg fac GS, Dec 1-15, 2013	10-30-13	189294	911,221.50	911,221.50				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	salaries of reg fac CBAA, Dec 1-15	10-30-13	189295	1,164,684.53	1,164,684.53				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	salaries of Non-Teaching, Dec 1-15, 2013	10-30-13	189296	631,762.53	631,762.53				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	salaries of reg fac CTE, Dec 1-15, 2013	10-30-13	189297	648,219.54	648,219.54				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	salaries of tempo fac, Dec 1-15, 2013	10-31-13	189309	112,404.52	112,404.52				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	salaries of tempo fac, Dec 16-31, 2013	10-31-13	189310	120,540.25	120,540.25				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	salaries of reg fac, GS, Dec 16-31	10-31-13	189311	1,928,078.68	1,928,078.68				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	salaries of Non-Teaching, Dec 16-31, 2013	10-31-13	189312	927,379.14	927,379.14				Still to be claimed. Pay period has not expired .

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Agency Name: UNIVERSITY OF NORTHERN PHILIPPINES
Address: Tamarag, Vigan City, Ilocos Sur
Agency Code: 1000

Book No. _____
Account Title: Trust Fund/Special Trust Fund- Use of Income
Account Code: 101, 134, 164

ANNEX 8

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NAME	PARTICULARS	REFERENCE		TOTAL AMOUNT	AMOUNT DUE				REMARKS
		Date	ck #		Less than 30 days	31-60 days	61-365 days	over 1 year	
Aquino, La Paz Eulalia	salaries of reg fac CTE, Dec 16-31	11-11-13	189337	931,638.42	931,638.42				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	salaries of reg fac CBAA, Dec 16-31	11-11-13	189338	939,069.71	939,069.71				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	Yr End Bonus, contractual fac Lab Sch, 2013	11-11-13	189343	90,000.00	90,000.00				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	PIB, New Permanent faculty members	11-11-13	189344	34,000.00	34,000.00				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	YR End Bonus & Cash gift, retired personnel 2013	11-11-13	189345	68,626.95	68,626.95				Still to be claimed. Pay period has not expired .
Trust Fund-Acct # 0402-0043-20									
Aquino, La Paz Eulalia	honorarium of Part-time Med Lecturer, Nov-Apr 2013	7-10-13	725753	69,840.00			69,840.00		These are claims of part-time medical lecturers who were no longer teaching this SY 2013-2014. Fully released after Nov. 15.
Aquino, La Paz Eulalia	honorarium Part-time Law Aug 16-30	10-08-13	726362	10,440.00	10,440.00				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	honorarium Part-time Law Sept 2013	10-23-13	726422	18,000.00	18,000.00				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	honorarium of Part-time Med lecturer, 1st sem SY 2013-2014	11-05-13	726530	100,800.00	100,800.00				Still to be claimed. Pay period has not expired .
Aquino, La Paz Eulalia	Tutorial CHS, Med, UNP SHI Hari	11-11-13	726552	17,865.00	17,865.00				Still to be claimed. Pay period has not expired .
Use of Income Trust Fund-Acct # 0402-0043-12									
Aquino, La Paz Eulalia	cash incentives, honor grad. SY 2012-2013	9-13-13	706755	10,000.00		10,000.00			After exhausting efforts, still student could not be located. They are already employed. Fully released after Nov. 15.
Total-Payroll				13,799,889.25	13,720,049.25	10,000.00	69,840.00	-	
2. Seminar/Conference									
Aquino, La Paz Eulalia	TEV-Singapore, Oct 24-26 1st Global Planning & Positioning Conference of the UNP Admin. Officials, Deans, Directors & Head of Offices	9-18-13	726217	678,310.00	678,310.00				Settled already after Nov.15.
Total-Seminar/Conference				678,310.00	678,310.00	-			
3. Expenses									
Aquino, La Paz Eulalia	various expenses-BAR Operations 2013, Oct 13 & 20	9-18-13	189038	164,670.00	164,670.00				Settlement documents In Process.
Aquino, La Paz Eulalia	various expenses-BAR Operations 2013, Oct 27	10-23-13	189244	164,670.00	164,670.00				Settlement documents In Process.
Total-Variou Expenses				329,340.00	329,340.00	-	-	-	
TOTAL- Advances to Regular Disbursing Officers				14,807,539.25	14,727,699.25	10,000.00	69,840.00	-	
GRAND TOTAL				15,140,750.48	14,956,717.04	100,110.44	83,923.00	-	

Certified Correct:


RINO C. REYES
Director, Finance Services/Accountant IV

Noted:


ALBERT B. TEJERO
Vice President for Finance & Administration

Approved by:


GILBERT R. ARCE, Ed. D.
President

Verified by:


MARILYN G. CIUBAL
State Auditor IV

Date Submitted: