

BALANGA WATER DISTRICT
Report of Advances to Officers and Employees
For the 4th Quarter of CY 2024

	Date the CA Granted	Check No.	DV No.	Payee	Particulars	Amount		Date of Liquidation	JEV No.	OR Number	Amount Refunded	Remarks
						Cash Advances	Liquidations					
1	10/15/2024	89224279	2410-020901	Joseph Ryan Z. Datu	Money/billcounter (Heavy Duty) for the use of Finance Services Department.	20,000.00	17,995.00	10/21/2024	2410-020514	641253	2,005.00	liquidated
2	10/21/2024	89224296	2410-020923	Arjay D. Castillo	Van rental from Balanga City to Naia Terminal 3 and vice versa for the training on Navigating HGDG: Bridging Theory with Practice on October 23-25, 2024 at Davao City.	15,000.00	15,000.00	10/29/2024	2410-020548	-	-	liquidated
3	10/21/2024	89224297	2410-020926	Joseph Ryan Z. Datu	Van rental from Balanga City to Clark and vice versa and for other miscellaneous expenses for the 30th PWWA International Conference and Exhibition- PhilWater 2024, will be conducted by the Philippine Water Works Association, Inc. (PWWA, Inc.) on October 23-25, 2024, in Paradise Garden Resort Hotel and Convention Center, Boracay Island.	40,000.00	39,130.62	10/31/2024	2410-020606	641980	869.38	liquidated
4	11/06/2024	89224344	2411-020988	Marklie M. Paguio	Procurement of 3 units wheel borrow and 2 units open drum-plastic for Construction and Maintenance Division.	11,000.00	8,900.00	11/07/2024	2410-020683	642123	2,100.00	liquidated
5	11/13/2024	89224358	2411-021009	Loreto Q. Palad	Meals (Day 1) for Business Planning of 2025 Corporate Budget on November 14-15, 2024.	45,000.00	35,853.39	11/18/2024	2411-020756	642534	9,146.61	liquidated
6	11/13/2024	89224359	2411-021010	Leah Katrina DJ. Regala	Meals (Day 2) for Business Planning of 2025 Corporate Budget on November 14-15, 2024.	15,000.00	11,563.42	11/18/2024	2411-020757	642536	3,436.58	liquidated
7	12/11/2024	96759657	2412-021132	Loreto Q. Palad	6 Loyalty award recipients of Wrist watches for 2024.	22,000.00	21,560.50	12/12/2024	2412-021001	643605	439.50	liquidated
8	12/12/2024	96759659	2412-021135	Joseph Ryan Z. Datu	BLWD Annual General Assembly 2024.	30,000.00	29,517.00	12/16/2024	2412-021024	643617	483.00	liquidated
9	12/13/2024	96759665	2412-021141	Sheila C. Baluyot	BLWD Annual General Assembly 2024.	14,000.00	14,000.00	12/16/2024	2412-021025	-	-	liquidated
10	12/19/2024	96759683	2412-021162	Loreto Q. Palad	Payment of fees for the issuance of Certificate Title in subsequent registration on the donated property lot of Asiwade Land Specialist Developments Corporation.	4,391.69	4,391.69	12/23/2024	2412-021088	-	-	liquidated
11	12/19/2024	96759684	2412-021163	Leah Katrina R. Uy	Meals, drinks and other miscellaneous expenses for the BLWD Annual Corporate and Outreach Program 2024.	28,000.00	14,213.20	12/26/2024	2412-021118	644508	13,786.80	liquidated
					Total	244,391.69	212,124.82				32,266.87	

Prepared by:

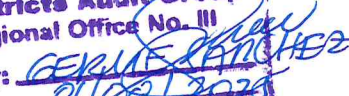

Charlotte B. Triguero

Checked by:


Jeanie M. Carpio

Verified by:

JOSEPHINE E. SANTOS

Corporate Government Sector
Water Districts Audit Group
 Regional Office No. III
 Davao Region
 Verified by: 
 Date: 01/08/2025

BALANGA WATER DISTRICT

**Monitoring of Reported Advances to Officers and Employees
For the 4th Quarter of CY 2024**


As of December 26, 2024

A. CURRENT YEAR											
Agency	Unliquidated Cash Advance Beginning Balance (Ending balance last qtr) (a)	Adjustments on Previous Quarters'		Adjusted Beginning Balance this quarter (d) [a + b - c]	Cash Advances Granted During the Quarter (e)	Total Balance (f) [d + e]	Liquidations during the Quarter (g)	% of Liquidation (h) [g / f]	Unliquidated Cash Advance Ending Balance (i) [f - g]	No. of Demand Letters Sent	REMARKS
		Grants (b)	Liquidations (c)								
				-	244,391.69	244,391.69	244,391.69	100%	-		
Total	-	-	-	-	244,391.69	244,391.69	244,391.69	100%	-	-	
B. PRIOR YEARS											
Agency	Unliquidated Cash Advance Beginning Balance (a)	Adjustments on Previous		Adjusted Beginning Balance (d) [a + b - c]	Liquidations during the Quarter (e)	% of Liquidation (f) [e / d]	Unliquidated Cash Advance Ending Balance (g) [d - e]	No. of Demand Letters Sent	REMARKS		
		Grants (b)	Liquidations (c)								
						#DIV/0!	-				
Total											
Grand Total (CY and PY)	-	-	-	-		244,391.69	100%	-	-		

Prepared by:



Charlotte B. Triguero
Senior Accounting Processor B

Reviewed by:


Jeanne M. Carpio
Department Manager B

Noted by:


Engr. Charlito G. Rodriguez
General Manager

Corporate Governance Sector
Water Districts Audit Group
Regional Office No. III
Reviewed by: 
Date: 01/08/2025
Time: _____

**Balanga Water District
Province of Bataan**

List of Officials and Employees With Outstanding Cash Advances of P50,000.00 and Above Aged 30 Days or Over or Over from Due Date of Liquidation per COA Circular No. 97-002 and Status of Submission of Required Documents per COA Memorandum No. 2004-014
For Quarter ending December 26, 2024

No.	Name	Designation	Amount	Date of Cash Advance	Purpose of Cash Advances	Status of Submission of Following Documents (Pls. Check)					
						Statement of		Certified	Certified	Copy of	
						Cash Advance/	Demand	Copy of	Paid	Narrative	
						Liquidation	Letter	Voucher	Check	Report	Remarks
1	None	None	None	None	None	None	None	None	None	None	None

Corporate Government Sector
 Water Districts Audit Group
 COA-Regional Office No. III
 Received by: GERALDE SANCHEZ
 Date: 01/06/2025
 Signature: _____

Prepared by:

Cygo
Charlotte B. Triguero
 Senior Accounting Processor B

Checked by:

JMC
Jeanne M. Carpio
 Department Manager B

Verified by:

JOSEPHINE E. SANTOS
 State Auditor IV