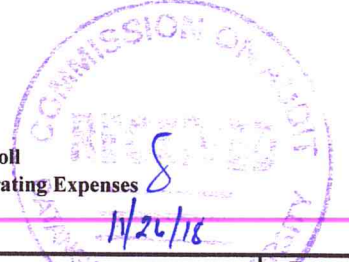


**Annex 3-Report on Ageing of Cash Advance  
Schedule of Advances to Officers & Employee  
As of November 15, 2018**



Agency Name: **BATANGAS STATE UNIVERSITY**  
Agency Code: **A-4989**


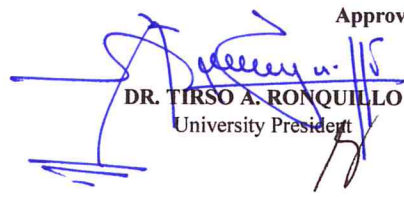
Book Title:  
Account Title: **Advances to Officers and Employees, Advances for Payroll  
Advances to Special Disbursing Officer & Advances for Operating Expenses**  
Account Code: **1990104000, 1990102000, 1990103000 & 1990101000**

Name	Particulars	Fund	Total Amount	Date of Check	Not yet due	Amount Due				Remarks Date of Liquidation
						Less than 30 days	31-60 days	61-365 days	Over 1 year	
<b>A. Advances for Special Purpose</b>										
<b>1. LOCAL TRAVEL</b>										
MICAH ALEYAH A. ACUZAR	Expenses incurred for per diem of the Search Committee for Private Sector Representative (PSR) of Board of Regent at 4th Floor, HEDC Building, CHED Diliman, Quezon City on November 19, 2018	F164	24,000.00	11/14/2018	24,000.00					
<b>Sub Total</b>			<b>24,000.00</b>		<b>24,000.00</b>	-	-	-	-	
<b>2. FOREIGN TRAVEL</b>										
TIRSO A. RONQUILLO	Expenses incurred during the Study Visit and Benchmarking to Technology Business Incubators and Research Centers in the USA on November 04-15, 2018	RTF	85,000.00	10/17/2018	85,000.00					
ALBERTSON D. AMANTE	Expenses incurred during the Study Visit and Benchmarking to Technology Business Incubators and Research Centers in the USA on November 04-15, 2018	RTF	85,000.00	10/17/2018	85,000.00					
ALBERTSON D. AMANTE	Expenses incurred during the Study Visit and Benchmarking to Technology Business Incubators and Research Centers in the USA on November 04-15, 2018	RTF	203,952.56	10/17/2018	203,952.56					
TIRSO A. RONQUILLO	Expenses incurred during the Study Visit and Benchmarking to Technology Business Incubators and Research Centers in the USA on November 04-15, 2018	RTF	192,444.40	10/17/2018	192,444.40					
<b>Sub Total</b>			<b>566,396.96</b>		<b>566,396.96</b>	-	-	-	-	
<b>3. SPECIAL ACTIVITIES/PROJECTS</b>										
REY ANTHONY N. ABING	Expenses incurred during the PROJECT SMILE: Suicide Prevention Awareness Program at BatStateU Lipa Campus on October 26, 2018	F164	30,630.00	10/23/2018	30,630.00					
MICHAEL Q. BALANAY	Expenses incurred purchase of food and supplies and materials during the extension service project: Joint Orientation Seminar for OJT Coordinators and Student Trainees: Preparing Red Spartans in Building the Nation at BatStateU Rosario on November 05, 2018	F164	5,770.00	11/5/2018	5,770.00					
JESSE NELSON P. LLANA	Expenses incurred during the extension project: Youth Forum on Migration and Development: Gender-Responsive Family and Income Management for Families of Overseas Filipino Workers at BatStateU Lemery on November 15, 2018	F164	46,280.00	11/12/2018	46,280.00					
MICHELLE M. DEL ROSARIO	Expenses incurred during the extension project: Give the Gift of Life: BatStateU CIT, CTE and CHM Balayan: Peptalk and Bloodletting Activity 2018 at BatStateU Balayan on November 22, 2018	F164	10,070.00	11/13/2018	10,070.00					
DIVINA GRACIA D. RONQUILLO	Expenses incurred during the extension project: Building a Vigilant Community through Technology Transfer of Solar Isotropic Generator of Acoustic Wave (SIGAW) at municipalities of Bauan, Mabini, Lemery & Taal on November 8-9, 12, 15, 2018	RTF	30,000.00	11/7/2018	30,000.00					
RIZA C. BANAERA	Expenses incurred during the extension project: 24th National Correctional Consciousness Week (NaCoCoW) at Batangas City Jail-Female Dorm, Brgy. San Jose Sico, Batangas City on November 16, 2018	F164	2,000.00	11/14/2018	2,000.00					
JOHN LESTER L. LACSAMANA	Expenses incurred for the extension project: Enhancing the Skills of LGU Agoncillo's Employees through Capability Building Program: Training Workshop on Photo and Movie Editing at municipality of Agoncillo, Batangas on November 17-18, 2018	F164	4,640.00	11/13/2018	4,640.00					
<b>Sub Total</b>			<b>129,390.00</b>		<b>129,390.00</b>	-	-	-	-	
<b>TOTAL ADVANCES FOR SPECIAL PURPOSE</b>			<b>719,786.96</b>		<b>719,786.96</b>	-	-	-	-	



Name	Particulars	Fund	Amount	Date of Check	Not yet due	Amount Due				Remarks Date of Liquidation
						Less than 30 days	31-60 days	61-365 days	over 1 year	
<b>B. Advances to Regular Disbursing Officers</b>										
<b>1. PAYROLL</b>										
SUSAN DATINGALING	Services rendered part-time lecturer for October 2018	F164	102,912.87	11/13/2018	102,912.87					
SUSAN DATINGALING	Services rendered part-time lecturer August to October 2018	F164	84,237.31	11/13/2018	84,237.31					
SUSAN DATINGALING	Services rendered of maintenance personnels for the improvement of restrooms at CEFAA Bldg in Main Campus II for the period covered November 7-13, 2018	F164	45,158.88	11/15/2018	45,158.88					
<b>Sub Total</b>			<b>232,309.06</b>		<b>232,309.06</b>	-	-	-	-	
<b>2. SEMINAR/CONFERENCE</b>										
MATILDA H. DIMAANO	Expenses incurred in attending the 3rd Gender and Development Research Congress in Luzon at RET Amphitheater Central Luzon State University Science City of Muñoz, Nueva Ecija on November 14-16, 2018	F164	4,000.00	11/12/2018	4,000.00					
JEFFERY C. ARRIETA	Expenses incurred in attending the 3rd Gender and Development Research Congress in Luzon at RET Amphitheater Central Luzon State University Science City of Muñoz, Nueva Ecija on November 14-16, 2018	F164	4,000.00	11/12/2018	4,000.00					
RHOBERT E. ALVAREZ	Expenses incurred in attending the 43rd Annual National Convention and 3Expo 2018 with the theme: "Embracing Global Challenges through Sustainable Energy Practices" at SMX Convention Center, Mall of Asia Complex, Pasay City on November 14-17, 2018	F101	9,920.00	11/13/2018	9,920.00					
ERWIN RAFAEL D. CABRAL	Expenses incurred in attending the PICE 44th National Convention and Technical Conference held at SMX Convention, SM Mall of Asia Complex, Pasay City on October 29-31, 2018	F164	4,700.00	10/26/2018	4,700.00					
NICASIO V. ANTONIO II	Expenses incurred in attending the PICE 44th National Convention and Technical Conference held at SMX Convention, SM Mall of Asia Complex, Pasay City on October 29-31, 2018	F164	4,700.00	10/26/2018	4,700.00					
VIVIAN D. GUDA	Expenses incurred in attending the PICE 44th National Convention and Technical Conference held at SMX Convention, SM Mall of Asia Complex, Pasay City on October 29-31, 2018	F164	4,700.00	10/26/2018	4,700.00					
ANTONIO A. GAMBOA	Expenses incurred in attending the PICE 44th National Convention and Technical Conference held at SMX Convention, SM Mall of Asia Complex, Pasay City on October 29-31, 2018	F164	4,700.00	10/26/2018	4,700.00					
JESSIE A. MONTALBO	Expenses incurred in attending the PICE 44th National Convention and Technical Conference held at SMX Convention, SM Mall of Asia Complex, Pasay City on October 29-31, 2018	F164	4,700.00	10/26/2018	4,700.00					
EUFEMIA H. AMUL	Expenses incurred in attending the PICE 44th National Convention and Technical Conference held at SMX Convention, SM Mall of Asia Complex, Pasay City on October 29-31, 2018	F164	4,700.00	10/26/2018	4,700.00					
ERNESTO C. MAGUNDAYAO	Expenses incurred in attending the PICE 44th National Convention and Technical Conference held at SMX Convention, SM Mall of Asia Complex, Pasay City on October 29-31, 2018	F164	4,700.00	10/26/2018	4,700.00					
HONORATA L. DE GUZMAN	Expenses incurred in attending the PICE 44th National Convention and Technical Conference held at SMX Convention, SM Mall of Asia Complex, Pasay City on October 29-31, 2018	F164	4,405.00	10/30/2018	4,405.00					
MAYLEN G. EROA	Expenses incurred in attending the International Conference on Nutrition-Sensitive Agriculture and Food Systems with the theme: "Strategic Approaches to Nutrition-Sensitive Agriculture and Food Systems in Southeast Asia held at Development Academy of the Philippines, Tagaytay City, Cavite on November 7-9, 2018	F164	8,980.00	11/5/2018	8,980.00					
JOANALYN C. ESTIOCO	Expenses incurred in attending the "IT STARTS HERE" an IBPAP Industry Awareness Fair at SM Aura Premier, Mckinley Parkway, Taguig City on November 05, 2018	F164	1,040.00	11/5/2018	1,040.00					
JONELYN B. SANDOVAL	Expenses incurred in attending the 3rd Gender and Development Research Congress in Luzon at RET Amphitheater Central Luzon State University Science City of Muñoz, Nueva Ecija on November 14-16, 2018	F164	3,200.00	11/12/2018	3,200.00					
LOVELY C. AÑONUEVO	Expenses incurred in attending the PSSE 2018 Annual National Convention at Winford Hotel and Casino, San Lazaro Tourism Business Park, Sta. Cruz, Manila on November 22-24, 2018	F164	6,460.00	11/13/2018	6,460.00					
DIOSA MARIE M. AGUILA	Expenses incurred in attending the PSSE 2018 Annual National Convention at Winford Hotel and Casino, San Lazaro Tourism Business Park, Sta. Cruz, Manila on November 22-24, 2018	F164	3,120.00	11/13/2018	3,120.00					
DANICA MARIE B. MERCADO	Expenses incurred in attending the PSSE 2018 Annual National Convention at Winford Hotel and Casino, San Lazaro Tourism Business Park, Sta. Cruz, Manila on November 22-24, 2018	F164	6,460.00	11/13/2018	6,460.00					
<b>Sub-Total to be Forwarded</b>			<b>84,485.00</b>		<b>84,485.00</b>	-	-	-	-	



Name	Particulars	Fund	Amount	Date of Check	Not yet due	Amount Due				Remarks Date of Liquidation
						Less than 30 days	31-60 days	61-365 days	over 1 year	
<b>Sub-Total Carried Forward</b>			<b>84,485.00</b>		<b>84,485.00</b>	-	-	-	-	
IRENE H. MARALIT	Expenses incurred in attending the Midyear Conference of PACSB at Casino Espanol De Manila, Kalaw, Ermita, Manila on November 15-16, 2018	F164	6,580.00	11/14/2018	6,580.00					
TEODORICA G. ANI	Expenses incurred in attending the PACSB upcoming Mid-Year Conference with the theme: <b>Bringing Business Education to the Third Millennium of Learning Environment</b> at Casino Espanol de Manila, Kalaw, Ermita, Manila on November 15-16, 2018	F164	6,580.00	11/14/2018	6,580.00					
NELDA A. ROSIMA	Expenses incurred during the 3rd Panpacific International Research Conference at Royce Hotel, Clark Pampanga on November 16-17, 2018	F164	7,244.00	11/14/2018	7,244.00					
ROSELLE B. TIBAYAN	Expenses incurred during the 3rd Panpacific International Research Conference at Royce Hotel, Clark Pampanga on November 16-17, 2018	F164	8,244.00	11/14/2018	8,244.00					
MONETTE M. SOQUIAT	Expenses incurred during the 3rd Panpacific International Research Conference at Royce Hotel, Clark Pampanga on November 16-17, 2018	F164	8,244.00	11/14/2018	8,244.00					
JAYVEE A. SACO	Expenses incurred in attending Sustainability Initiative in the Marginal Seas of South and East Asia (SIM SEA) 2nd Regional Symposium at Manila Hotel on November 19-20, 2018	F164	14,480.00	11/15/2018	14,480.00					
NAJEEN ARABELLE M. RULA	Expenses incurred in attending Sustainability Initiative in the Marginal Seas of South and East Asia (SIM SEA) 2nd Regional Symposium at Manila Hotel on November 19-20, 2018	F164	12,680.00	11/15/2018	12,680.00					
<b>Sub Total</b>			<b>148,537.00</b>		<b>148,537.00</b>	-	-	-	-	
<b>3. EXPENSES</b>										
SUSAN DATINGALING	Petty cash expenses for 2018	F101	20,000.00	1/25/2018	20,000.00					
CARMELA MACATANGAY	Expenses incurred for the purchases of supplies/materials used on the repair and maintenance of Christmas Decorations displayed inside the University	F164	92,398.00	11/13/2018	92,398.00					
MARIZEL B. VILLANUEVA	Expenses incurred during the ABET Accreditation of CEFA & CICS Programs namely: BSCE, BSSE & BSIT at BatStateU Main II (Alangilan) Campus on October 28-31, 2018	F164	102,600.00	10/16/18	102,600.00					
JULIETA C. VILLAVICENCIO	Payment of Petty Cash expenses	F163	20,000.00	1/12/18	20,000.00					
JULIETA C. VILLAVICENCIO	Payment of Revolving Fund for FY 2018 expenses	F163	25,000.00	1/12/18	25,000.00					
<b>Sub Total</b>			<b>259,998.00</b>		<b>259,998.00</b>	-	-	-	-	
<b>TOTAL ADVANCES TO REGULAR DISBURSING OFFICERS</b>			<b>640,844.06</b>		<b>640,844.06</b>	-	-	-	-	
<b>GRAND TOTAL</b>			<b>1,360,631.02</b>		<b>1,360,631.02</b>	-	-	-	-	
<p style="text-align: center;"><b>Certified Correct:</b></p> <p style="text-align: center;"> <b>KATHLEEN F. FANOCA</b> OIC - Assistant Director for Accounting Accountant II</p> <p style="text-align: right;"><b>Approved by:</b></p> <p style="text-align: right;"> <b>DR. TIRSO A. RONQUILLO</b> University President</p>										

ABI 11/16/2018