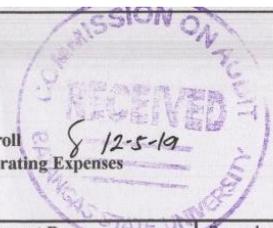


**Annex 3-Report on Ageing of Cash Advance  
Schedule of Advances to Officers & Employees  
As of November 15, 2019**

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>I. LOCAL TRAVEL</b>										
KING ALBERTO D. SABALLO	Expenses incurred for the transportation expense to be incurred during the 5th STRASUC Culture and the Arts Festival 2019 at Western Philippines University, Puerto Princesa, Palawan on November 10-14, 2019	F164	51,000.00	11/5/2019	51,000.00					Due Date 12/14/2019
CECIL L. DIMASACAT	Expenses incurred for the food, cash assistance/per diem of the participants/officials and coaches (P323,460.00) and other incidental expenses (P18,000.00) during the STRASUC Culture and the Arts Festival 2019 held at the Western Philippines University, Sta. Monica, Puerto Princesa City, Palawan on November 8-14, 2019	F164	341,460.00	11/5/2019	341,460.00					Liquidated 11/25/2019
LORENA F. MENDOZA	Expenses incurred during the 2019 PSPA International Conference with the theme: Exploring Frontiers in Governance 4.0 and SDGs: Developments, Directions and Dysfunctions at Development Academy of the Philippines Convention Center Tagaytay City on November 7-9, 2019	F101	8,242.81	11/5/2019	8,242.81					Due Date 12/9/2019
MARK EMMANUEL S. MAGSINO	Expenses incurred during the 2019 PSPA International Conference with the theme: Exploring Frontiers in Governance 4.0 and SDGs: Developments, Directions and Dysfunctions at Development Academy of the Philippines Convention Center Tagaytay City on November 7-9, 2019	F101	8,242.81	11/6/2019	8,242.81					Liquidated 11/26/2019
DAVIDSOL M. MENDOZA	Expenses incurred for the food allowance of BatStateU Delegation for the STRASUC Olympics 2019 at Romblon State University, Odiongan Romblon on November 20-28, 2019	F164	457,380.00	11/13/2019	457,380.00					Due Date 12/27/2019
FRANCISCO V. AGUIRRE	Expenses incurred for the financial assistance, transportation and notary fee of BatStateU Delegation for the STRASUC Olympics 2019 at Romblon State University, Odiongan Romblon on November 22-28, 2019	F164	672,574.00	11/13/2019	672,574.00					Due Date 12/27/2019
JAYVEE A. SACO	Expenses incurred during the International Biodiversity Conference (IBC) 2019 with the theme: Biodiversity for the People: From Ridge to Reefs held at Honey's Hotel, City of Makati, Davao Oriental on November 11-15, 2019	F164	13,314.00	11/13/2019	13,314.00					Due Date 12/15/2019
JONELYN B. SANDOVAL	Expenses incurred during the 4th Quarter PCSMT Secretariat Meeting at Pangasinan State University, Lingayen, Pangasinan on November 17-20, 2019	F164	26,620.00	11/15/2019	26,620.00					Due Date 12/20/2019
ANABEL C. BANUELOS	Expenses incurred in attending the 3rd National Conference on Literature Education 2019 held at Philippine Normal University Manila on November 21-23, 2019	F101	5,680.00	11/15/2019	5,680.00					Due Date 12/23/2019
ANGELITO ALEXIS A. EVANGELIO	Expenses incurred in attending the 3rd National Conference on Literature Education 2019 held at Philippine Normal University Manila on November 21-23, 2019	F101	5,680.00	11/15/2019	5,680.00					Due Date 12/23/2019
JOANNE JANE B. RABANO	Expenses incurred in attending the 3rd National Conference on Literature Education 2019 held at Philippine Normal University Manila on November 21-23, 2019	F101	8,340.00	11/15/2019	8,340.00					Due Date 12/23/2019
<b>Sub-total to be forwarded</b>			<b>1,598,533.62</b>		<b>1,598,533.62</b>	-	-	-	-	

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	
<i>Sub-total carried forward</i>			<b>1,598,533.62</b>		<b>1,598,533.62</b>	-	-	-	-	
BENEDICTO S. NORIEGA	Expenses incurred during the 67th PSME National Convention at SMX Convention Center, Pasay City on October 16-19, 2019	F101	3,860.00	10/15/2019	3,860.00					liquidated 11/18/2019
ARNOLD Q. MALALUAN	Expenses incurred during the 13th Batch VA Accounting Software Skills Development Training: Mastering Fundamentals "Quickbooks, Myob and Xero Accounting Software Hands-on Training at Reap Center , Atok2 St., Quezon City on November 16-17, 2019	F101	5,000.00	11/12/2019	5,000.00					liquidated 11/21/2019
REY ANTHONY N. ABING	Expenses incurred during the 13th Batch VA Accounting Software Skills Development Training: Mastering Fundamentals "Quickbooks, Myob and Xero Accounting Software Hands-on Training at Reap Center , Atok2 St., Quezon City on November 16-17, 2019	F101	5,000.00	11/12/2019	5,000.00					liquidated 11/21/2019
JOSEPH D. MENDOZA	Expenses incurred during the 2019 Sayaw Pinoy-The NCCA National Dance Competition held at the Rizal Park Open Auditorium, Manila on October 19-20, 2019	F164	66,450.00	10/17/2019	66,450.00					liquidated 11/19/2019
MARIELLI KATHERINE C. UNTALA	Expenses incurred during the 6th Asia Packaging Network (APN) International Packaging Symposium & 4th International Safe Transmit Association-Asia Pacific Division (ISTA-APD) International Symposium on Distribution Packaging at Dusit Thani, Makati City on October 22-24, 2019	F164	7,444.00	10/21/2019	7,444.00					liquidated 11/19/2019
RYSHEER P. QUIATCHON	Expenses incurred during the FABFEST 3: 3rd Philippine Fablab Conference and Exhibit at Casablanca Convention Center, Legaspi City on November 5-9, 2019	F164	14,250.00	11/4/2019	14,250.00					liquidated 11/19/2019
LOUIE L. VILLAVERDE	Expenses incurred during the FABFEST 3: 3rd Philippine Fablab Conference and Exhibit at Casablanca Convention Center, Legaspi City on November 5-9, 2019	F164	15,450.00	11/4/2019	15,450.00					liquidated 11/19/2019
JULIANA KASSANDRA P. RODIL	Expenses incurred during the 6th Asia Packaging Network (APN) International Packaging Symposium & 4th International Safe Transmit Association-Asia Pacific Division (ISTA-APD) International Symposium on Distribution Packaging at Dusit Thani, Makati City on October 22-24, 2019	F164	7,444.00	10/21/2019	7,444.00					liquidated 11/20/2019
RYSHEER P. QUIATCHON	Expenses incurred for the airfare of Clarence Bae C. Barbosa a student representative for the FABFEST 3: 3rd Philippine Fablab Conference and Exhibit at Casablanca Convention Center, Legaspi City on November 5-9, 2019	RTF	6,000.00	11/4/2019	6,000.00					liquidated 11/19/2019
VANESSAH V. CASTILLO	Expenses incurred during the 41st Catholic Mass Media Awards Night at Teatro ng GSIS Headquarters Bldg., Financial Center Roxas Blvd., Pasay City on November 13, 2019	RTF	6,610.00	11/12/2019	6,610.00					liquidated 11/19/2019
<b>Sub Total</b>			<b>1,736,041.62</b>		<b>1,736,041.62</b>	-	-	-	-	
<b>2. FOREIGN TRAVEL</b>										
AMELIA A. BIGLETE	Expenses incurred during the Cooperation Meeting on Building Silk Road College with Hangzhou Vocational and Technical College at Hangzhou China on October 16-19, 2019	F164	39,633.00	10/14/2019	39,633.00					Due Date 12/18/2019
PHILIP Y. DEL ROSARIO	Expenses incurred during the Cooperation Meeting on Building Silk Road College with Hangzhou Vocational and Technical College at Hangzhou China on October 16-19, 2019	F164	39,633.00	10/14/2019	39,633.00					liquidated 11/25/2019
TIRSO A. RONQUILLO	Expenses incurred during the Cooperation Meeting on Building Silk Road College with Hangzhou Vocational and Technical College at Hangzhou China on October 16-19, 2019	F164	39,633.00	10/14/2019	39,633.00					liquidated 11/22/2019
<b>Sub Total</b>			<b>118,899.00</b>		<b>118,899.00</b>	-	-	-	-	

Name	Particulars	Fund	Total Amount	Date of Check	Not yet due	Amount Due			
						Less than 30 days	31-60 days	61-365 days	over 1 year
<b>3. SPECIAL ACTIVITIES/PROJECTS</b>						Last day of CSIS event was rescheduled on December 20, September 2019 (see attached justification letter)			
GEMAR G. PEREZ	Expenses incurred during the Citizens Satisfaction Index System (CSIS) Actual Survey	RTF	148,000.00	7/10/2019	148,000.00				
ROBERTO B. ABAS JR.	Expenses incurred for the STRASUC-2019 Dance Sports Competition for Modern Standard and Latin Category (Male and Women) at BatStateU Main Campus I on November 6-8, 2019	F164	33,000.00	10/24/2019	33,000.00				
CRISALLIE M. BAUTISTA	Expenses incurred for the food served for the participants during the University Wide Earthquake Drill at BatStateU San Juan Campus on October 29 and Nov. 05, 2019	F164	4,500.00	10/24/2019	4,500.00				
LARA PATRICIA E. CABANILLAS	Expenses incurred for the food served for the participants during the University Wide Earthquake Drill at BatStateU Nasugbu Campus on October 29 and Nov. 05, 2019	F164	4,500.00	10/24/2019	4,500.00				
JEMUEL G. MALALUAN	Expenses incurred during the extension project: Training Workshop on Spreadsheet	F101	2,508.00	10/29/2019	2,508.00				
JOMAR M. SAMONTEZA	Expenses incurred during the Local Intramurals 2019 with the theme: "The Clash of the Houses of Excellence" at BatStateU San Juan Gymnasium on October 28-31, 2019	F164	68,020.00	10/29/2019	68,020.00				
JOEVEN E. SANTOS	Expenses incurred during the Local Intramurals 2019 with the theme: "Legendary Battle: The Clash of the Elements; The Rise of the Mightiest" at BatStateU Rosario Gymnasium on October 29-31, 2019	F164	76,420.00	10/29/2019	76,420.00				
MARJORIE D. ANDAL	Expenses incurred during the Local Culture and Arts Festival 2019 with the theme: "Legendary Battle: The Clash of the Elements; The Rise of the Mightiest" at BatStateU Rosario Gymnasium on October 28, 2019	F164	12,640.00	10/29/2019	12,640.00				
ARISTEO G. DIMASACAT	Expenses for the food and contingency fund during Finance Committee Meeting of the BatStateU Board of Regent at Cavite State University on November 6, 2019	F164	25,000.00	11/5/2019	25,000.00				
ARISTEO G. DIMASACAT	Expenses for per diem of the Chairman and Members of the Academic and Finance Committee and Resource Persons during the Finance Committee Meeting of the BatStateU Board of Regent at Cavite State University on November 6, 2019	F101	17,000.00	11/5/2019	17,000.00				
ROSELLE B. TIBAYAN	Expenses incurred during the extension project: CIKAT: Phase II Candle Making for Women's and 4Ps Members of Brgy. Halang, Lipa City on November 9, 2019	F101	20,206.00	11/7/2019	20,206.00				
MARK ANTHONY C. LAT	Expenses incurred for product development project of the Food Innovation Center Main Campus II on November 18, 2019	F164	22,573.99	11/13/2019	22,573.99				
ANTONETTE T. GERON	Expenses incurred during the CAS AACUP Survey Visit at BatStateU Main Campus on November 19-22, 2019	F164	9,035.00	11/15/2019	9,035.00				
RIZA C. BANAERA	Expenses incurred during the extension project: In-Service Education and Training 2019: 21st Century Outcome-Based Education: Strategy, Content and Analysis at San Juan Municipal Plaza on October 21-24, 2019	F164	14,640.00	10/23/2019	14,640.00				
BENDALYN M. LANDICHO	Expenses incurred during the Accreditation Survey Visit (Level 3 Phase 2) for Bachelor of Science in Hotel and Restaurant Management at Main Campus I on November 5-6, 2019	F164	4,600.00	11/6/2019	4,600.00				
RUEL M. PANDAY	Expenses incurred for the food served for the participants during the University Wide Earthquake Drill at BatStateU Balayan Campus on October 29 and Nov. 05, 2019	F164	4,500.00	10/24/2019	4,500.00				
PERSIUS M. GARCIA	Expenses incurred during the extension project: Bloodletting Activity-Dugong Alay: Biyaya ay Buhay at BatStateU Rosario Campus Gymnasium on October 28, 2019	F164	18,100.00	10/25/2019	18,100.00				
<b>Sub-total to be forwarded</b>			<b>485,242.99</b>		<b>485,242.99</b>	-	-	-	-

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>Sub-total carried forward</b>						485,242.99	485,242.99	-	-	-	-	
KRISTIN JOSE B. VALLE	Expenses incurred for per diem of AdHoc Committee Members of the BatStateU Board of Regent during the DBM-CHED Joint Circular No. 1, s. 2019 meeting at BatStateU Main Campus I on October 25, 2019	RTF	30,000.00	10/24/2019	30,000.00							liquidated 11/22/2019
RANDY M. MANIMTIM	Expenses incurred for the BatStateU Lipa City Intramurals and Mr. and Ms. BatStateU 2019 on October 22-25, 2019	F164	62,450.00	10/14/2019	62,450.00							liquidated 11/18/2019
<b>Sub Total</b>						577,692.99	577,692.99	-	-	-	-	
<b>TOTAL ADVANCES FOR SPECIAL PURPOSE</b>						2,432,633.61	2,432,633.61	-	-	-	-	
<b>B. Advances to Regular Disbursing Officers</b>												
<b>1. PAYROLL</b>												
SUSAN DATINGALING	Payment for Student Assistant's allowances for the period of AUGUST AND SEPTEMBER 2019	F164	146,212.50	11/11/2019	146,212.50							liquidated 11/16/2019
<b>Sub Total</b>						146,212.50	146,212.50	-	-	-	-	
<b>2. SEMINAR/CONFERENCE</b>												
<b>Sub Total</b>						-	-	-	-	-	-	
<b>3. EXPENSES</b>												
JULIETA C. VILLAVICENCIO	Revolving Fund for FY 2019 Expenses	F163	25,000.00	1/8/2019	25,000.00							Due Date 12/27/2019
<b>Sub Total</b>						25,000.00	25,000.00	-	-	-	-	
<b>TOTAL ADVANCES TO REGULAR DISBURSING OFFICERS</b>						171,212.50	171,212.50	-	-	-	-	
<b>GRAND TOTAL</b>						2,603,846.11	2,603,846.11	-	-	-	-	
<p style="text-align: center;">Certified Correct:</p> <p style="text-align: center;"><i>Kathleen F. Fanoga</i> MS. KATHLEEN F. FANOGA OIC - Assistant Director for Accounting / Accountant II</p>						<p style="text-align: center;">Approved by:</p> <p style="text-align: center;"><i>Dr. Tirso A. Ronquillo</i> DR. TIRSO A. RONQUILLO University President</p>						<p style="text-align: center;">Verified by:</p> <p style="text-align: center;">MS. MERLITA D. CASTILLO Audit Team Leader</p>