

Report on Ageing of Cash Advance
Schedule of Advances to Officers and Employees
As of December 31, 2015

Agency Name : Duty Free Philippines Corporation
Agency Code: _____

Book No: _____
Account Title: _____
Account Code: _____

Name	Date CA granted	Particulars	Reference	Total Amount	Amount Due					Remarks (state date of liquidation and reason why if liquidated after the cut-off date)
					Current	Less than 30 days	31-60 days	61-365 days	Over 1 year	
A. Advances for Special Purposes										
1. Local Travel										
Noelito S. Decrepito	11/9/2015	Trip to Iloilo and Kalibo, Aklan to conduct ocular inspection of DFPC-Iloilo and Kalibo International Airport store outlets on November 12 to 15, 2015 per T.O. 15-157.	147717	43,900.00			/			With hold salary as of December 2015
Isabelo R. Garcia	12/9/2015	Trip to Clark, Pampanga to conduct hiring, orientation and supervision of security personnel for DFPC-Clark Intl' Airport Arrival Store outlet dated December 10 to 11, 2015 per T.O.# 15-185	148705	5,100.00	/					For Liquidation
TOTALS :				49,000.00						

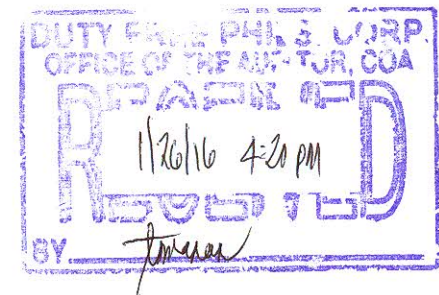
Certified Correct: _____
EDNA L. TAN
Head, Accounting Office

Approved by: _____
LORENZO C. FORMOSO
Agency Head

Verified by: _____
COA Resident Auditor

Date Submitted: _____

Note: This Report on Ageing of Cash Advances shall be submitted by the agency directly to COA. COA shall provide IATF the list of Departments/Agencies that are compliant with this condition.



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2. Foreign Travel										
Rolinda R. Mariano	10/1/2015	Trip to France, Italy, and Spain on October 10 to 25, 2015 to attend the Tax Free World Association Exhibition and Conference and to attend meetings with various suppliers per T.O.# 15-112.	146183 146184	297,363.04	/					For Liquidation
TOTALS :				297,363.04						

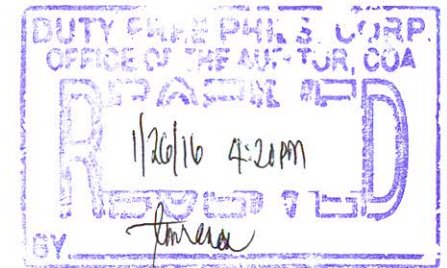
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3. Special Activities/ Projects										
Cherry R. Guevarra	3/30/2015	Expenses for the 2015 Sportsfest Activities dated per August 14 to November 10, 2015 per O.O.# 15-018.	139237	378,450.00	/					For Liquidation
Norman I. Nieves	8/11/2015	Expenses for the Green Team (Team Allowance) for the 2015 Sportsfest dated August 14 to November 10, 2015 per O.O.# 15-072.	144287	25,000.00	/					For Liquidation
Anna Liza B. Arojado	10/8/2015	Expenses for the Pamaskong Regaload per O.O.# 15-081.	146508	43,700.00	/					For Liquidation
Pacifico J. Detoyato Jr.	11/6/2015	Expenses for Service Action Force (2015) newly appointed members per S.O.# 15-018.	147583	76,150.00	/					For Liquidation
Maria Gilda R. San Juan	11/29/2015	Expenses for Store Operations Divisio's (Proper, FM, T1, T2, T3, RW, CRD, After Sales and IAMS) Christmas Party per O.O.# 15-107.	148228	55,000.00	/					For Liquidation
Wilmer F. Mapa	12/10/2015	Expenses for the Duet of Sarah G. Contest (until January 25, 2016)	148748	94,000.00	/					Ongoing Activity
TOTALS:				672,300.00						

Certified Correct: _____

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LORENZO C. FORMOSO
Agency Head

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