

Report on Ageing of Cash Advance
Schedule of Advances to Officers and Employees
October to December 2018


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 to Officers and Employees | | | | | | | | | | |
| 1. Local Travel | | | | | | | | | | |
| RAY CHRISTOPHER A. MENDOZA | 10/12/2018 | Trip to Bacolod & Cebu of Ray Christopher A. Mendoza on October 17 - 21, 2018 and October 23 - 24, 2018 to Clark, Angeles, Pampanga with Antonio O. Bocablo to to conduct physical inventory of DFPC fixed assets as per T.O.# 18-139. | APV-000006122 | 200.00 | / | | | | | Returned cash per AR# 7366 dated 01/09/2019 |
| ADRIAN C. SARANILLO III | 11/9/2018 | Trip to Silay/Bacolod dated November 19 - 21, 2018 to install new POS Register at DFPC-Silay Intl. Airport store outlet as per amended T.O.# 18-148. | APV-000006642 | 7,028.87 | / | | | | | Returned cash per AR# 56-000025 dated 01/28/2019 |
| KENNY MICHAEL L. BARTOLABAC | 11/9/2018 | Trip to Iloilo dated November 21 - 23, 2018 to install the new POS Register at DFPC Iloilo International Airport store outlet as per amended T.O.# 18-154. | APV-000006653 | 6,230.00 | / | | | | | Returned cash per AR# 56-000027 dated 02/15/2019 |
| CARINA FLORENCIA A. TINIO | 11/27/2018 | Trip to Bacolod to participate in the MICE Convention & Exhibition dated November 27 - 29, 2018 at SMX Convention Center and Resorts Negrense, Bacolod City as per per T.O.# 18-159. | APV-000007053 | 3,786.26 | / | | | | | Returned cash per AR# 7388 dated 01/11/2019 and AR# 7426 dated 01/16/2019 |
| EDCIL B. MARQUESES | 12/7/2018 | Trip to Cebu dated December 17-19, 2018 to conduct year-end physical inventory of direct merchandise at DFPC Mactan Intl. Airport store outlet as per T.O.# 18-168. | APV-000007319 | 2,558.81 | / | | | | | Returned cash per AR# 7337 dated 01/04/2019 |
| OLIVER IRENEO R. ZAPA | 12/21/2018 | Trip to Clark, Angeles, Pampanga of Oliver Ireneo R. Zapa & Maria Erika F. Dela Cruz dated December 26 - 28, 2018 to conduct training of AX - POS Register at DFPC Clark Intl. on on December 26 - 28, 2018 to conduct training of AX - POS Register at DFPC | APV-000007687 | 2,370.05 | / | | | | | Returned cash per AR# 7445 dated 01/22/2019 |
| TOTALS : | | | | 22,173.99 | | | | | | |


Certified Correct:

Approved by:


EDNA L. TAN
 Head, Accounting Office


BERNARDINE R. BELMONTE
 DCOO for Operations

Verified by:


Noe B. Amagdao
 OIC-Audit Team Leader
 COA Resident Auditor

Date Submitted: _____

OCT 09 2019

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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|------------------|-----------------|-------------|-----------|--------------|------------|-------------------|------------|-------------|-------------|--|
| | | | | | Current | Less than 30 days | 31-60 days | 61-365 days | Over 1 year | |
| 2.Foreign Travel | | | | | | | | | | |
| TOTALS : | | | | 0.00 | | | | | | |

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

Approved by: _____
BERNARDINE R. BELMONTE
DCOO for Operations

OCT 09 2019

Verified by: _____
Noe B. Sumagdo
OIC-Audit Team Leader
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.


**Report on Ageing of Cash Advance
Schedule of Advances to Special Disbursing Officer
October to December 2018**

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 | |
| 3. Special Disbursing/ Officer | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| TOTALS : | | | | 0.00 | | | | | | |

Certified Correct:


EDNA L. TAN
Head, Accounting Office

Approved by:


BERNARDINE R. BELMONTE
DCOO for Operations

OCT 09 2019

Verified by:


Noe B. Jumagdao
OIC-Audit Team Leader
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.