


**Report on Ageing of Cash Advance  
Schedule of Advances to Officers and Employees  
July to September 2020**

Agency Name : Duty Free Philippines Corporation  
Agency Code : \_\_\_\_\_

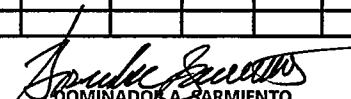
Book No: \_\_\_\_\_  
Account Title: \_\_\_\_\_  
Account Code: \_\_\_\_\_

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	
<b>A. Advances to Officers and Employees</b>										
<b>1. Local Travel</b>										
CRISTELITA P. FIGUERRES	11/22/19	Trip to Puerto Princesa, Palawan of Cristelita P. Figuerres and Cherry DR. Guevaña dated November 26-30, 2019 to attend the annual Luzon Convention of Human Resource Management Practitioner (LCHRMP) as per T.O.# 2019-096.	APV-000015439	40,334.68				/		With Accounting Memo Request of holding of salary dated January 20, 2020.
ALAN J. MIRAFLOR	2/26/2020	Trip to Iloilo of Alan J. Miralflor and Edcil B. Marqueses dated February 27 - 28, 2020 to conduct audit activities at DFPC Iloilo Intl. Airport store outlet as per T.O.# 2020-012.	APV-000017589	15,734.16				/		Due for liquidation March ,28 2020 (Awaiting signature of the COO as per Ms. Agcon.)
ALDRIN D. RIVERA	2/26/2020	Trip to Mactan, Cebu of Aldrin D. Rivera, John Mcwin A. Agno & Alan J. Miralflor dated March 04 - 06, 2020 to conduct audit activities at DFPC Mactan Intl. Airport store outlet as per T.O.#2020-016.	APV-000017594	29,355.40				/		Due for liquidation April ,06 2020 (Awaiting signature of the COO as per Ms. Agcon.)
JOEL R. PEREZ	7/24/2020	Trip to Clark to conduct site visit and technical inspection of the proposed DFPC Store Outlet dated July 28, 2020 at Hilton Clark Hotel, Clark Freeport Zone. Joel R. Perez, Edgardo C. Isidro, Elmer S. Cruz, Ma. Celeste D. Alinea, Francisco S. Razo Jr. & Pridlys S. Bacani per T.O.# 2020-025	APV-000018993	6,500.00				/		Due for liquidation August 28, 2020
CELESTINO S. RAMOS JR.	8/26/2020	Trip to Clark, Angeles, Pampanga of Celestino S. Ramos Jr., Mae Jilyn D. Castillo, Patrick P. Layosa, Pridlys S. Bacani & Neil L. Villagomez on August 28, 2020 to conduct site visit and technical inspection of the proposed DFPC store outlet at Hilton Clark Hotel, Clark Freeport Zone as per T.O.# 2020-028.	APV-000019250	4,254.00	/					Due for liquidation September 28, 2020
EDGARDO C. ISIDRO	8/31/2020	Trip to Clark, Angeles, Pampanga of Edgardo C. Isidro, Leonardo O. Paulino, Antonio D. Bongao & Mario S. Maringal on September 04, 2020 to assist the delivery of racking system at Hilton Clark Hotel, Angles, Pampanga as per T.O.# 2020-029.	APV-000019293	3,500.00	/					Due for liquidation October 4, 2020
<b>TOTALS :</b>				<b>99,678.24</b>						

Certified Correct:

  
**EDNA L. TAN**  
Head, Accounting Office

Approved by:

  
**DOMINADOR A. BARMIENTO**  
OIC-Finance Division

Verified by:

  
**Noe B. Dumagala**  
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  
July to September 2020**

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		
<b>3. Special Disbursing/ Officer</b>											
CHERRY R. GUEVARRA	08/22/2019	Expenses for the the SPMS Workshop on Matrix Formulation as per Acctg# 19-077.	APV-000012948	60,219.78						/	Unliquidated with verbal and written follow-up
RENATO V. APOLINARIO	9/11/2019	Expenses for the 2019 DFPC Sportstest (Court/Lane Rental, Table Officials, Game Materials, Opening Day budget) as per Acctg# 19-083.	APV-000013514	83,816.36						/	Unliquidated with verbal and written follow-up
NHADA G. NANOY	10/09/2019	Expenses for 2nd partial budget for Change Management Team Meetings and Materials as per Acctg#19-090.	APV-000014194	157,676.25						/	Unliquidated with verbal and written follow-up
JEANIE A. BONAO	01/08/2020	Expenses for repair and maintenance of DFPC service vehicles as per Acctg# 19-101.	APV-000016285	191,789.00						/	Unliquidated with verbal and written follow-up
ANA MARIE F. ARRIOLO	02/26/2020	Expenses to be incurred during ISO 9001:2015 - 2020 Internal Quality Audit and related activities as per Acctg# 20-008.	APV-000017603	266,250.00						/	Liquidated as per returned cash per AR# 0010038 dated October 2, 2020
BERNARDINE R. BELMONTE	09/09/2020	Expenses for the DFPC Board of Directors Meeting dated September 24, 2020 as per Acctg# 20-038.	APV-000019350	83.76	/						Liquidated as per returned cash per AR# 0010044 dated 10/12/2020
VICTOR RAMON G. MARFORI JR.	02/28/2020	Expenses for meals of participants of three (3) in-house trainings (Telephone Etiquette, Business Writing & English Proficiency) as per Acctg#20-015	APV-000017681	90,000.00						/	Unliquidated with verbal and written follow-up
PATRICK P. LAYOSA	03/03/2020	Expenses for the renewal of your License to own and posses Firearms (LTOPF) as DFPC Firearms Custodian as per Acctg# 20-009.	APV-000017795	3,000.00						/	Unliquidated with verbal follow-up
NIMFA V. BERNARDINO	08/13/2020	Expenses for the repair and maintenance of DFP service vehicles as per Acctg# 20-037.	APV-000019177	46,722.00	/						Ongoing activity
<b>TOTALS :</b>				<b>899,557.15</b>							

Certified Correct:

Approved by:

  
EDNA L. TAN  
Head, Accounting Office

  
DOMINADOR A. SARMIENTO  
OIC-Finance Division

Verified by:

  
Noe B. Jr.  
OIG-Audit Team Leader  
COA Resident Auditor

Date Submitted: \_\_\_\_\_

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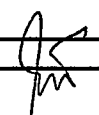
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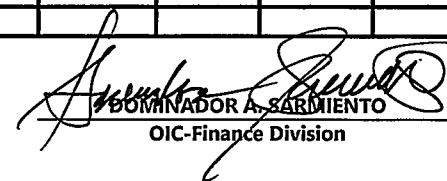
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					Current	Less than 30 days	31-60 days	61-365 days	Over 1 year	
2.Foreign Travel										
<b>TOTALS :</b>				0.00						


Certified Correct:

  
EDNA L. TAN  
Head, Accounting Office

Approved by:

  
DOMINADOR A. SARMIENTO  
OIC-Finance Division

Verified by:

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

Date Submitted: \_\_\_\_\_

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