

BATAAN PENINSULA STATE UNIVERSITY

City of Balanga, Bataan

AGEING SCHEDULE OF CASH ADVANCES GRANTED TO OFFICERS AND EMPLOYEES

As of December 31, 2015

Name/Designation	Particulars	Duration	Reference					Due Date	Age of Cash Advance				Remarks	
			Fund	DV No.	Check No.	Date	Amount		Less than 30 days	31-60 Days	61-365 Days	Over 1 year		
I. ADVANCES FOR OPERATING EXPENSES (1-99-01-010)														
II. ADVANCES FOR PAYROLL (1-99-01-020)														
III. ADVANCES TO SPECIAL DISBURSING OFFICER (1-99-01-030)														
Lorena G. Zapanta	Preparation for the College Admission Test AY 2016-2017	Nov. 23, 2015- Dec. 15, 2015	RIF		50209797	23-Nov-15	112,200.00	12/15/2015		112,200.00				
Romeo S. Nisay	Various Expenses for SCUAA	Dec. 15-21, 2015	RIF		50209912	4-Dec-15	345,000.00	12/22/2015	345,000.00					date submitted to Joraine last Jan 7, 2016 for checking
Rachel R. Laureano	Research entitled: How can we make you stay? Increasing Student Retention at BPSU	Oct. 22, 2015- Dec. 31, 2015	GF		9816523	11-Nov-15	100,000.00	12/15/2015		100,000.00				date submitted to Joraine Jan 6, 2016 and transfer to cashier by Annalyn last Jan 7, 2016, 2:29pm
IV. ADVANCES TO OFFICERS AND EMPLOYEES (1-99-01-040)														
TOTAL							557,200.00		345,000.00	212,200.00	-	-		

Certified Correct:


ERLITA Z. LACSON
 Accountant IV

Approved by:


GREGORIO J. RODIS, Ph. D.
 University President

Verified by:

RIZA CECILIA L. PASCUAL
 Audit Team Leader

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COMMISSION ON AUDIT
BATAAN PENINSULA STATE UNIVERSITY

RECEIVED
 JAN 08 2016
 10:00

BY: 