



METROPOLITAN WATERWORKS & SEWERAGE SYSTEM

REGULATORY OFFICE

19 November 2018

MA. NANCY J. UY
OIC - Supervising Auditor
Commission on Audit
Metropolitan Waterworks and Sewerage System



Attention: **Ignacia G. Rodrigo**
OIC - Audit Team Leader

Subject: Submission of Report on Ageing of Cash Advance as of November 15, 2018

Dear **Auditor Uy**:

The MWSS Regulatory Office respectfully submits the Report on Ageing of Cash Advance as of November 15, 2018.

Thank you very much.

Respectfully yours,

VIRGINIA V. OCTA
DM for Administration

**Report on Ageing of Cash Advances
As of November 15, 2018**

Agency Name : MWSS-Regulatory Office
Agency Code : B2160

Book Title : General Ledger
Account Title: Cash Advance
Account Code: 123

Name	Date Cash Advance granted	Particulars	Reference (Check No. & Date)	Total Amount	Amount Due			Remarks
					Less than 30 days	31-60 days	61-365 days	
<i>Advances for Travel and Special Purposes</i>								
1. Local Travel								
2. Foreign Travel								
3. Special Activities / Projects								
1. Mark Billy B. Antonio	10/01/2018	2018 MWSS-RO Health and Wellness Activities	Chk No 556746 10/01/2018	315,400.00		315,400.00		On - going Activities, Last Day per Schedule - 12/17/18
2. Ma. Karmela B. Bueno	10/29/2018	OCR Planning Session & Teambuilding	Chk No. 556797 10/29/2018	31,200.00				On - going Activities, OCR Planning & Team Building Schedule - 11/14-16/2018
<i>Advances to Regular Disbursing Officers</i>								
1. Payroll								
2. Seminars/Conferences								
1. Virgilio Ocaya*	12/27/2000	Executive Check-Up	Chk No 108652 12/27/2000	45,000.00				Demand letter was sent to Mr. Ocaya on February 20, 2013 and the copy of which was furnished to COA.
	04/25/2001	IBP Convention	Chk No 498 04/25/2001	17,681.25				
TOTAL				409,281.25	31,200.00	315,400.00	-	62,681.25

Certified Correct:

Virginia V. Octa
VIRGINIA V. OCTA
Manager, Administration Dept.

Approved by:

Patrick Lester N. Ty
PATRICK LESTER N. TY
Chief Regulator

Verified by:

Ignacia G. Rodrigo
IGNACIA G. RODRIGO
Audit Team Leader



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

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As of November 15, 2018**

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SUBSCRIBED AND SWORN to before me this 21st day of November 2017 in Quezon City, Philippines, with affiants exhibiting to me their respective government-issued IDs, to wit:

	Identification Document	Date Issued	Place Issued
Patrick Lester N. Ty	N04-95-333952	17 February 2016	Quezon City
Virginia V. Octa	MWSS RO ID No. 012	01 September 1997	Quezon City



ATTY. MANUEL D. GACULA

Notary Public

Until Dec 31, 2018

Roll No. 41091

MCLE V-0019748 / 4-6-2016

PIR No. 5505573 / 1-08-18 / Q.C.

ISP No. AR000571 / 1-08-18 / Q.C.

Adm. Matter No. NP-219 (2017-2018)