

BASES CONVERSION AND DEVELOPMENT AUTHORITY  
 SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES  
 As of December 31, 2017

ACCOUNTABLE OFFICER/AGENCY (A)	POSITION/ DESIGNATION (B)	PURPOSE (C)	DATE GRANTED (D)	REFERENCES CHECK/OR/JV# (E)	AMOUNT GRANTED (F)	BEGINNING BALANCE AS OF DECEMBER 01 (G)	AMOUNT LIQUIDATED/ REFUNDED DECEMBER 2017 (H)	ENDING BALANCE AS OF DECEMBER 31 (I=F+G-H)	REMARKS
<b>PETTY CASH FUND/REVOLVING FUND</b>									
Zosa, Aileen	EVP	Petty cash fund for OEVP - SO# 07	01/06/2017	CK# 2766361		10,000.00	8,280.00	1,720.00	refunded P1,720.00 per OR#867333 dated 1-3-2018
Villa, Tina Rose	RO IV	Petty cash fund for RMOSD - SO# 308	01/06/2017	CK# 2766278		20,000.00	20,000.00	-	
Zenarosa, Jonalyn	BD	Petty cash fund for BD - SO# 01	01/06/2017	CK# 2766292		50,000.00	49,988.00	12.00	refunded P12.00 per OR#867336 dated 1-3-2018
Alvarez, Virgil M.	DM III - ICTD	Petty cash fund for ICTD - SO# 03	01/09/2017	CK# 2766295		20,000.00	20,000.00	-	
Chua, John G.	SAPMD	Petty cash fund for SAPMD - SO# 04	01/09/2017	CK# 2766294		40,000.00	40,000.00	-	
Francisco, Patrick Roehl	DM III - ODM	Petty cash fund for CSG - SO# 02	01/09/2017	CK# 2766293		140,000.00	78,809.50	61,190.50	refunded P61,190.50 per OR#867338 dated 1-3-2018
Monroyo, Hooper A.	BDD	Petty cash fund for BDD - SO# 09	01/11/2017	CK# 2766297		50,000.00	50,000.00	-	
Ayo, Reino Stephen	PMD	Petty cash fund for for titling expenses, payment of real property taxes and other related expenses of BCDA housing & Relocation Sites - SO#196	01/11/2017	CK# 2766309		60,000.00	60,000.00	-	
Rosqueta, Eduardo	PATSD	Petty cash fund for GSD Clark, BTPI/Atmanda - SO# 13	01/11/2017	CK# 2766312		110,000.00	109,807.00	193.00	refunded P193.00 per OR#867229 dated 12-28-2017 & OR#867468 dated 1-30-2018
Zabat, Marylou G.	EA V - OPCEO	Petty cash fund for the Office of the President - SO# 11	01/12/2017	CK# 2766358		40,000.00	39,950.00	50.00	refunded P50 per OR#867462 dated 1-29-2018
Gando, Mignon	Board Sec	Petty cash fund for the Office of the Board Secretary - SO#06	01/12/2017	CK# 2766362		40,000.00	40,000.00	-	
Estanislao, Elvira	OIC LSD	Petty cash fund for LSD - SO# 20.	01/12/2017	CK# 2766339		130,000.00	57,832.41	72,167.59	refunded P72,167.59 per OR#867346 dated 1-8-2018
Quillamor, Christian Paolo	PSD	Petty cash fund for PSD - SO# 17	01/13/2017	CK# 2766341		10,000.00	9,910.00	90.00	refunded PhP90.00 per OR#867455 dated 1-26-2018
Montalban, Dean	IASO	Petty cash fund for IASO - SO# 24	01/17/2017	CK# 2766418		15,000.00	15,000.00	-	
Buensalida, Raul G.	Marketing Officer	Petty cash fund for Marketing Unit - SO# 18	01/17/2017	CK# 2766416		40,000.00	38,263.00	1,737.00	refunded P1,737.00 per OR#867339 dated 1-4-2018
Macasaet, Leilani	DM III - PAD	Petty cash fund for PAD - SO# 12.	01/18/2017	CK# 2766431		25,000.00	25,000.00	-	
Pabustan, Norma	DM III - TID	Petty cash fund for TID, OVP Finance, FMSD, COA and renovation/repair of Staffhouses - SO# 28	01/18/2017	CK# 2766429		75,000.00	75,000.00	-	
Cepe, Richard Brian	LADD	Petty cash fund for LADD and SCTEX - SO# 25.	01/18/2017	CK# 2766430		140,000.00	139,990.00	10.00	refunded P10.00 per OR#867448 dated 1-23-2018
Paclibar, Marinell	PPMD	Petty cash fund for PPMD - SO# 31.	01/31/2017	CK# 2799643		130,000.00	129,574.64	425.36	refunded P425.36 per OR#867337 dated 1-3-2018
Mallo, Jennifer		Petty cash fund for CGC PMO - SO# 68	03/14/2017	CK# 49098390		75,000.00	72,562.50	2,437.50	refunded P2,437.50 per OR#867353 dated 1-9-2018
Pineda, Ryan	SSD	Cash advance for the construction of Patrol Road - CIAC	07/26/2017	CK#2823224		300,000.00	288,121.00	11,879.00	refunded P11,879.00 per OR#867335 dtd 1-3-2018
Eresmas, Gerber S.	SSD	Petty cash fund for OVP-BDOG, SCT and CGC	07/06/2017	CK#2823029		55,000.00	55,000.00	-	
Quita, BGen. Carlos F	VP-CSG	Petty cash fund for SSU - SO# 05	11/01/2017 / 20/06/2017	CK# 2766314 CK#2822827		150,000.00	150,000.00	-	
Quita, BGen. Carlos F	VP-CSG	Subsistence Allowance for SCAA (Nov 16-30, 2017)	12-1-17	CK#2875952	78,000.00		78,000.00	-	
Quita, BGen. Carlos F	VP-CSG	Subsistence Allowance for SCAA (Nov 1-15, 2017)	11-20-17	CK#2875925		78,000.00	78,000.00	-	
Quita, BGen. Carlos F	VP-CSG	Subsistence Allowance for SCAA (Dec 16-31, 2017)	12-21-17	CK2901357	80,000.00		80,000.00	-	



Prepared by: *James G. 7:35 am*  
 4/20/18  
**OFFICE OF THE SUPERVISING AUDITOR**  
 Bases Conversion and Development Authority

✓

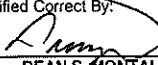
ACCOUNTABLE OFFICER/AGENCY (A)	POSITION/ DESIGNATION (B)	PURPOSE (C)	DATE GRANTED (D)	REFERENCES CHECK/OR/JV# (E)	AMOUNT GRANTED (F)	BEGINNING BALANCE AS OF DECEMBER 01 (G)	AMOUNT LIQUIDATED/ REFUNDED DECEMBER 2017 (H)	ENDING BALANCE AS OF DECEMBER 31 (=F+G-H)	REMARKS
Quita, BGen. Carlos F	VP-CSG	Subsistence Allowance for SCAA (Dec 1-15, 2017)	12-21-17	CK#2801357	75,000.00		75,000.00	-	
<b>Sub-total</b>					<b>233,000.00</b>	<b>1,803,000.00</b>	<b>1,884,088.05</b>	<b>151,911.95</b>	
<b>ADVANCES TO OFFICERS AND EMPLOYEES</b>									
Dolores Rigonan	OGCC	Cash advance re: official travel to China on April 5-12, 2017	3-31-17	JV# 2300007800		76,696.43	69,894.63	6,801.80	refunded P6,801.80 per OR#868314 dated 4-10-18
Bingcang, Joshua M.	VP BDOG	Cash advance re: official travel to China/HK on June 28 - July 02, 2017	6-30-17	JV#2300008256		6,433.64		6,433.64	refunded P6,433.64 per OR#868000 dated 03-07-2018
Bingcang, Joshua M.	VP BDOG	Cash advance re: official travel to South Korea on July 18-22, '17	7-17-17	JV#2300008356		38,093.59		38,093.59	follow-up letter already issued
Marion Mamauag	BDD	Cash advance re: CIA Expansion / S.O. 234	8-17-17	CK#2876056		200,000.00	200,000.00	-	
Christian Quillamor	MU	Cash advance re: official travel to Australia on Aug 5-12, 2017	8-3-17	JV#2300008450		(1,130.29)	1,130.29	-	
Dizon, Vivencio III	PCEO/OP	Cash advance re: official travel to China on Sept 1-5, 2017	8-29-17	JV#2300008464		47,978.21	47,978.21	-	
Leilani Macasaet	PAD	Cash advance re: official travel to HK/ Oct 1-3	9-19-17	JV#2300008682		41,046.36	41,046.36	-	
Leilani Macasaet	PAD	Cash advance re: official travel to HK/ Oct 1-3/FTO#031	9-27-17	JV#2300008683		18,908.77	18,908.77	-	
Leilani Macasaet	PAD	Cash advance re: CNN feature @Clark Pampanga	10-30-17	CK#2875755		40,500.00	40,500.00	-	
Marion Mamauag	BDD	Cash advance re: CIA Expansion Project	10-30-17	CK#2823447		200,000.00	199,895.00	105.00	refunded P105.00 per OR#867406 dated 1-17-2018
Dizon, Vivencio III	PCEO/OP	Cash advance re: official travel to Japan/ 10-29 to 11-1/FTO#040	10-25-17	JV#2300009107		0.01	0.01	-	
Steve Tugas	ICTD	Cash advance re: official travel to Yokohama, Japan/ FTO#039	10-23-17	JV#2300009073		70,514.45	70,514.45	-	
Joshua Bingcang	BDOG	Cash advance re: official travel to Yokohama, Japan/ FTO#036	10-23-17	JV#2300009073		8,027.96		8,027.96	refunded P8,027.96 per OR#868145 dated 03-26-2018
Christian Quillamor	MU	Cash advance re: Vehicle rental / brochures (PJBIF)	10-13-17	JV#2300009108		114,588.55		114,588.55	follow-up letter already issued
Dizon, Vivencio III	OP	Cash advance re: official travel to Japan/10-15 to 10-18/PJBIF	10-10-17	JV#2300009119		1,144.36	1,144.36	-	
Quennie Bautista	MU	Cash advance re: Meals, hotels and accomodation	11-20-17	CK#2875896		100,000.00	100,000.00	-	
John Rigos	ODMD	Cash advance re: 2017 Yuletide	11-30-17	CK#2876019		2,350,000.00	2,349,113.16	886.84	refunded P886.84 per OR#867470 dated 1-11-2018
Donald Tolentino	RMSOD	Cash advance re: Meals, hotels and accomodation for workshop	11-29-17	CK#2876028		15,520.00	15,520.00	-	
Donald Tolentino	RMSOD	Additional Cash advance re: Meals, hotels and accomodation for workshop	11-29-17	CK#2876057		12,120.00	12,120.00	-	
Ma. Luisa Rodriguez	ICTD	Cash advance / SO No. 337 (GAD)	11-29-17	CK#2876051		79,000.00	34,242.62	44,757.38	refunded P44,757.38 per OR#867407 dated 1-17-2018
Nena D. Radoc	FSG	Cash advance re: official travel to S. Korea & China /11-28 to 12-02	11-30-17	JV#2300009302		69,419.58	69,419.58	-	
Mary Jane Gardose	ODMD	Cash advance: Hotels, meals & accomodation	12-4-17	CK#2876059	34,800.00		33,500.00	1,300.00	refunded P1,300.00 per OR#867334 dated 1-3-2018
Marion Mamauag	BDD	Cash advance: Revolving fund per SO No. 340	12-4-17	CK#2876056	200,000.00		200,000.00	-	
Michelle San Juan	PAD	Cash advance: Central Luzon Year-End media	12-11-17	CK#2876093	20,000.00		20,000.00	-	
Eduardo Policarpio	PSD	Cash advance: BCDA Sub-Stakeholders' Engagement	12-20-17	CK#2875312	50,000.00			50,000.00	fully liquidated on 31 March 2018

ACCOUNTABLE OFFICER/AGENCY (A)	POSITION/ DESIGNATION (B)	PURPOSE (C)	DATE GRANTED (D)	REFERENCES CHECK/OR/JV# (E)	AMOUNT GRANTED (F)	BEGINNING BALANCE AS OF DECEMBER 01 (G)	AMOUNT LIQUIDATED/ REFUNDED DECEMBER 2017 (H)	ENDING BALANCE AS OF DECEMBER 31 (I=F+G-H)	REMARKS
Joshua Bingcang	BDOG	Cash advance: Segregation of Titles for the SCTEx Project	12-31-07	CK#2901365	695,801.30		695,129.05	672.25	refunded P672.25 per OR#867341 dated 1-4-2018
Darryl Garcia	LADD	Cash advance: BCDA Sub-Stakeholders' Engagement	12-31-17	CK#2901363	120,000.00		120,000.00	-	
Aileen An.R. Zosa	OEVP	Cash advance re: official travel to China / Dec 8-13 / APEC	12-6-17	JV#2300009379	58,330.27		58,330.27	-	
Eduardo Policarpio	MU	Cash advance re: official travel to China / Dec 8-13 / APEC	12-6-17	JV#2300009379	58,330.27		58,330.27	-	
Mark Torres	SAPMD	Cash advance re: official travel to China / Dec 11-13	12-6-17	JV#2300009379	42,192.06		42,192.06	-	
Virgilio Paras	PMD	Cash advance re: official travel to China / Dec 11-13	12-6-17	JV#2300009379	42,192.06		42,192.06	-	
Marinell Paclibar	PPMD	Cash advance re: official travel to China / Dec 11-13	12-6-17	JV#2300009379	42,192.06		42,192.06	-	
Hedda Rulona	BD	Cash advance re: official travel to HK & China / Dec 11-13	12-6-17	JV#2300009378	42,177.05		42,177.05	-	
<b>Sub-total</b>					<b>1,406,015.07</b>	<b>3,488,861.62</b>	<b>4,625,470.26</b>	<b>271,667.01</b>	
<b>TOTAL</b>					<b>1,639,015.07</b>	<b>5,291,861.62</b>	<b>6,509,558.31</b>	<b>423,578.96</b>	

	<b>PETTY CASH FUND</b>	<b>ADVANCES TO OFFICERS AND EMPLOYEES</b>
Per Books (SAP)	151,911.95	271,667.01
Per Schedule	151,911.95	271,667.01
Diference	<u>-</u>	<u>-</u>

Certified Correct By:

  
**DEAN S. MONTALBAN**  
 VP-FMSD