

Annex 3-Report on the Aging of Cash Advances

Schedule of Advances to Officers and Employees

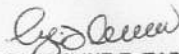
As of November 15, 2016

Agency Name: PHILIPPINE SCIENCE HIGH SCHOOL - ILOCOS REGION CAMPUS

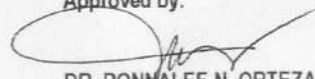
Agency Code: B-1723

Name	Particulars	Reference (Check/ ADA No. & Date)	Total Amount	Amount Due				Remarks
				Less than 30 days	31-60 days	61-365 days	Over 1 year	
Special Purposes								
1. Local Travel								
2. Foreign Travel								
a. Ronnie R. Calanno	to defray expenses in going to Singapore to participate in the training on Integrated Educational System Assessment, Evaluation and Monitoring on Nov. 6-13, 2016.	Chk # 221642/ Nov. 7, 2016	89,750.73	89,750.73				
b. John Dee Mangoba	to defray expenses in going to Seoul, South Korea to attend the Asia Pacific Globe Science Fair on November 8 to 11, 2016	Ada No. 101 11 190 2016/ Nov. 7, 2016	40,296.57	40,296.57				
3. Special Activities/Projects								
a Elvin C. Pecho/ Cashier	establishment of Petty Cash Fund for FY 2016	Chk # 214300/ Jan. 9, 2016	15,000.00			15,000.00		it is still in use as of this time, and being replenished upon reaching 75% of utilization.
b Dr. Ronnalee N. Orteza	to defray expenses in going to Anne Raquel's Beach Resort, Olongapo City for the 2016 Rotary Youth Leadership Training (RYLA) on October 28-30, 2016	Chk # 221619/ Oct. 14, 2016	30,000.00	30,000.00				amount of cash advance was refunded on Nov. 17 & 24, 2016 due to conflict of activities
c Elvin C. Pecho/ Cashier	to defray expenses for the visit of Board of Trustee guests on Nov. 5 to 7, 2016	Chk # 221643/ Nov. 3, 2016	13,500.00	13,500.00				
d Romel Tabangin	to defray expenses for the gasoline & toll fees on Nov. 9 to 26, 2016 travels	Chk # 221665/ Nov. 11, 2016	6,000.00	6,000.00				
Totals			194,547.30	179,547.30	-	15,000.00	-	-

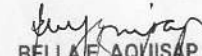
Certified Correct:


EVANGELINE T. TABULA
 Accountant II

Approved by:


DR. RONNALEE N. ORTEZA
 Campus Director

Verified by:


BELLA E. AQUISAP
 State Auditor IV

Date Submitted: 11-24-2016