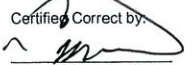


**BASES CONVERSION AND DEVELOPMENT AUTHORITY**  
**Status of Unliquidated Cash Advances**  
**As of December 31, 2022**

No.	Account Used	Name of Accountable Officer (AO)/Employee	Purpose	Date	Receivable/ Cash Advance Amount	Due Date for Liquidation	Age of Receivable/ Cash Advance	Status of AO/Employee	Availability of Documents		Action Taken		Status of Request for Write Off and/or Narrative (NR)	Amount Written Off/Subject of NB	Remarks
									with	without	Agency Officials	Auditor			
									(v)	(v)					
1	Advances to Officers & Employees	Leilanie Macasaet	Cash Advance: DSA/South Korea/ November 7-11, 2022	02-Nov-22	9,782.08	10-Jan-23	-0-	Still connected with the Agency	✓		No request for write off submitted	Verified the submitted Status of Cash Advances, DVs and liquidation reports by the Management	None	None	Amount granted P64,431.01 Partial liquidation (JV#088573 dtd 12.31.22) <u>54,648.93</u> <b>Balance P9,782.08</b> Refunded P9,782.08 or \$168.25 per OR#5482062 dated 1-11-2023
2	Advances to Officers & Employees	Billy Jane Cavinta	Cash Advance: DSA/South Korea/November 7-11, 2022	02-Nov-22	9,782.08	10-Jan-23	-0-	Still connected with the Agency	✓				None	None	Amount granted P64,431.01 Partial liquidation (JV#088575 dtd 12.31.22) <u>54,648.93</u> <b>Balance (for refund) P9,782.08</b>
3	Advances to Officers & Employees	Liberty De Leon	Cash Advance: DSA/Spain/September 25 to October 04, 2022/FTO No. 021	21-Sep-22	694.78	03-Dec-22	28 days	Still connected with the Agency	✓				None	None	Amount granted P99,596.14 Partial liquidation (JV#087022 dtd 12.12.22) <u>98,901.36</u> <b>Balance P694.78</b> Refunded P694.78 or \$12.10 per OR#5481932 dated 1-4-2023
4	Advances to Officers & Employees	Ma. Soledad San Pablo	Cash Advance: DSA/Spain/September 25 to October 04, 2022/FTO No. 021	21-Sep-22	694.78	03-Dec-22	28 days	Still connected with the Agency	✓				None	None	Amount granted P99,596.14 Partial liquidation (JV#087020 dtd 12.09.22) <u>98,901.36</u> <b>Balance P694.78</b> Refunded P694.78 or \$12.10 per OR#5481981 dated 1-6-2023
5	Advances to Officers & Employees	Richard Brian Cepe	Cash Advance: DSA/Spain/September 25 to October 04, 2022/FTO No. 021	21-Sep-22	694.78	03-Dec-22	28 days	Still connected with the Agency	✓				None	None	Amount granted P99,596.14 Partial liquidation (JV#087025 dtd 12.12.22) <u>98,901.36</u> <b>Balance P694.78</b> Refunded P694.78 or \$12.10 per OR#5481933 dated 1-4-2023
6	Petty Cash	Billy Jane Cavinta	Petty cash fund for the Business Development Department	14-Jan-22	80,000.00	31-Dec-22	-0-	Still connected with the Agency	✓				None	None	Amount granted (subject for liquidation) P80,000.00
7	Petty Cash	Ronald Abustan	Petty cash fund for the General Service Office	06-Jul-22	815.00	31-Dec-22	-0-	Still connected with the Agency	✓				None	None	Amount granted P200,000.00 Partial liquidation (JV#087915;088544;088801 dtd 12.31.22) <u>199,185.00</u> <b>Balance P815.00</b> Refunded P815 per OR#5482063 dated 1-11-2023
<b>Total</b>					<b>102,463.50</b>										

Note: \*Indicate if the AO/Employee is still connected with the Agency, retired, resigned, dead or can no longer be traced, etc.  
 \*\* For Agency Official, indicate if the agency requested for write off.  
 For Auditor, indicate if a Narrative Report was prepared.  
 Column Nos. 1-9 to be filled up by responsible Agency Official/Accountant  
 Column Nos. 10-16 to be filled up by the concerned ATL


Certified Correct by:  
  
 Dean S. Montalban  
 VP-ACD, BCDA

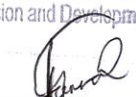
Verified by:  
 Edmar D. Elizon  
 Audit Member, COA

Reviewed by:  
 John Paul C. Valdez  
 OIC - Team Leader, COA

Noted by:  
 Teresita C. Guevarra  
 State Auditor V  
 Supervising Auditor, COA

OFFICE OF THE SUPERVISING AUDITOR  
 Bases Conversion and Development Authority



Received by:   
 Date: 01/20/2023 Time: 9:13AM