

Report on Ageing of Cash Advances
Schedule of Advances to Officers and Employees
As of November 15, 2015

Agency Name: **LBP LEASING CORPORATION**
 Agency Code: _____


Book No: _____
 Account Title: AR, Cash Advances
 Account Code: 101050100

NAME	Date CA Granted	Particulars	Reference	Total Amount	Amount Due				Remarks <small>(State date of liquidation and reason why if liquidated after the cut-off date)</small>
					Less than 30 days	31-60 days	61-365 days	Over 1 year	
A. Advances for Special Purposes									
1. Local Travel				NONE					
2. Foreign Travel				NONE					
3. Special Activities/Projects									
a. Monica Sandra R. Casano	10/13/2015	PFA bowling tournament	PO#15-10-082	35,200.00					Not yet due for liquidation; purpose on-going as of date.
b. Ma. Carmela C. Mercado	10/9/2015	NAV Loans & Leasing Systems training	PO#15-10-068	5,000.00					Not yet due for liquidation; purpose on-going as of date.
c. Ranilo D. San Miguel	10/13/2015	LTO registration of various vehicles	PO#15-10-079	99,000.00					Not yet due for liquidation; purpose on-going as of date.
d. Mac Arthur V. Tejada	11/5/2015	Registration of chattel mortgage of various UV Express borrowers	PO#15-11-055	26,000.00					Not yet due for liquidation; purpose on-going as of date.
e. Karen G. Trinidad	11/2/2015	Registration of chattel mortgage of various UV Express borrowers	PO#15-11-021	25,000.00					Not yet due for liquidation; purpose on-going as of date.
f. Ma. Christelyn M. Uy	11/13/2015	Purchase of items to be used in the evaluation of returned OL vehicles	PO#15-11-119	18,960.00					Not yet due for liquidation; purpose on-going as of date.
B. Advances to Regular Disbursing Officers									
1. Payroll				NONE					
2. Seminar/Conference Exp.				NONE					
TOTALS					209,160.00				

Certified Correct:


 MA. LOURDES G. GONZAGA
 VP/Head, Corporate Services Group

Certified Correct:


 MANUEL H. LOPEZ
 President/Chief Executive Officer

Verified by:


 TERESA R. TUIBEO 11/25/15
 Audit Team Leader

Date Submitted: _____

Note: This Report Ageing of Cash Advances 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.