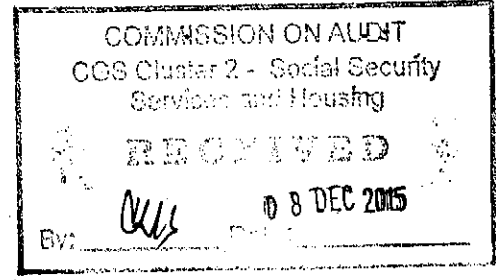


COA-SSE
FILE COPY

COMMISSION ON AUDIT
Office of the Audit Team Leader

MEMORANDUM

For : **MARY S. ADELINO**
Director IV, Cluster 2
Social Security Services and Housing (SSSH)
Corporate Government Sector (CGS)



Thru : *Dumaguit*
REBECCA A. DUMAGUIT
State Auditor V/Supervising Auditor
Audit Group E, SSSH, (CGS)

From : **AUDIT TEAM LEADER**

Subject : **Submission of Aging of Cash Advance Liquidation Report for
Performance Based Bonus-2015 as of November 30, 2015.**

Date : **December 7, 2015**

In compliance with COA Memorandum dated November 20, 2014, herewith is the above-subject requirement.

Hope this meets your requirements.

Norma C. Valdez
NORMA C. VALDEZ
State Auditor IV

REPORT ON AGEING OF CASH ADVANCES
 SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES
 As of November 30, 2015

K O P I E S I V E U - T U A - S O G G C
 DATE: 11-16-15
 (Signature)

GOCC Name: SMALL BUSINESS CORPORATION
 Agency Code:

Book No.:
 Account Title: Due from Officers & Employees
 Account Code: 123000

Name	Date Granted	Particular	Reference	Total Amount**	Amount Due				Remarks (state date of liquidation and reason why if liquidated after the cut off date)
					Less than 30 days	31-60 days	61-365 days	Over 1 year	
A. Advances for Special Purposes									
1. Local Travel									
1. JANA, BEVERLY E.	26-Nov-15	Travel to Aurora and Nueva Ecija	LDA-2015-11-083-LUZ-1	2,840.00	2,840.00				
2. CRUSPERO, ANN MARIE D.	25-Nov-15	Travel to GSC, Tacurong, South Cotabato and Sarangani Province	Check No. 2379699	3,680.00	3,680.00				
3. DAVELA, ANTHONY	25-Nov-15	Isabela, Cagayan, Nueva Viscaya, Ilogos and Kalinga: project visit, collateral validation and inspection/appraisal (ROPA and current loan) for various accounts	Check No. 53761	3,170.00	3,170.00				
4. DELA CRUZ, RONNIE	8-Oct-15	Travel to Mindoro	LDA-2015-10-021-LUZ-3	9,080.00		9,080.00			Liquidated per OR No. 0126473-A dated 12/02/15
5. DIEZ, MA. EDENA	26-Nov-15	Travel to Metro Manila (Head Office)	LDA-2015-11-089-LUZ-1	13,344.00	13,344.00				
6. DIMAYUGA, CORAZON	26-Nov-15	Travel to Virac, Catanduanes	LDA-2015-11-083-LUZ-3	2,000.00	2,000.00				
7. GARALDE, GERARDO D.	16-Nov-15	Travel to Bicol	LDA-2015-11-055-LUZ-4	50,000.00	50,000.00				
8. JAMILI, BERNARDO	26-Nov-15	Travel in Baguio City, Isabela, Tuguegarao and Nueva Vizcaya	LDA-2015-11-083-LUZ-2	3,320.00	3,320.00				
9. MALALUAN, LEONELITO	24-Nov-15	Baguio City, Isabela, Nueva Vizcaya and Cagayan Valley: quarterly validation of the CI/Appraisal works of NLG	LDA-2015-11-070-LUZ-1	3,400.00	3,400.00				
10. MANALO, MYRNA	11-Nov-15	Travel to Cabanatuan City, Nueva Ecija: conduct PGF review of accounts enrolled by New Rural Bank of San Leonardo, Inc.	LDA-2015-11-030-LUZ-4	2,510.00	2,510.00				
11. MEDINA, MICHAEL M.	6-Nov-15	Travel of Mr. Michael Medina for SBC-NLG Area and Desk Offices	LDA-2015-11-023-LUZ-2	8,600.00	8,600.00				
12. PAPERILLERAS, REX	7-Oct-15	Travel to Puerto Princesa, Palawan	LDA-2015-10-017-LUZ-7	3,000.00		3,000.00			Liquidated on December 2015 per DV No. 1039320
13. PIMENTEL, CHAROLYN	11-Nov-15	Travel to Cabanatuan City, Nueva Ecija: conduct PGF review of accounts enrolled by New Rural Bank of San Leonardo, Inc.	LDA-2015-11-030-LUZ-5	2,510.00		2,510.00			
14. PIZARRO, PETER	12-Nov-15	Purchase of 1 unit Generator set for NLG	LDA-2015-11-040-LUZ-2	25,000.00		25,000.00			
15. VICTORIO, LYNNUEL	5-Nov-15	Purchase of groceries and other items, prepaid call cards for entitled employees for the month of November 2015.	LDA-2015-11-018-LUZ-4	16,000.00		16,000.00			
16. VILLA, KARLA D. DE	14-Oct-15	Travel to Masbate	Check No. 414238	4,850.00		4,850.00			Liquidated per OR No. 0126433-A dated 12/02/15
17. VINAS, ALFREDO	27-Nov-15	Travel in Pampanga, Baler and	LDA-2015-11-097-LUZ-4	1,920.00	1,920.00				

**REPORT ON AGEING OF CASH ADVANCES
SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES
As of November 30, 2015**

GOCC Name: SMALL BUSINESS CORPORATION
Agency Code:

Book No.:
Account Title: Due from Officers & Employees
Account Code: 123000

Name	Date Granted	Particular	Reference	Amount Due				Remarks (state date of liquidation and reason why if liquidated after the cut off date)
				Total Amount**	Less than 30 days	31-60 days	61-365 days	
2. Foreign Travel 1. PEREZ, RICARDO ✓	4-Sep-15 ✓	Mumbai, India: 25th ACSIC Training Conference	JV-15-10-207 ✓	40,282.50 ✓			40,282.50 ✓	Liquidated on December 2015 per DV No. 1039643
2. ZIALCITA, BENIGNO L. III ✓	12-Nov-15 ✓	Bali, Indonesia: 2015 ACSIC Conference	LDA-2015-11-041-LUZ-1 ✓	76,793.32 ✓	76,793.32 ✓			
3. Special Activities/Projects 1. BARRON, E. PATRICE JAMAIN E. J. ✓	25-Nov-15 ✓	COMMISSIONER'S FEE relative to the case entitled: SB CORP vs AJB, Inc./ Sps. Raul and Ma. Paz Bayeto	LDA-2015-11-074-LUZ-2 ✓	3,500.00 ✓	3,500.00 ✓			
2. ACIBRON-MANAGBANAG, LESLEY ✓	18-Nov-15 ✓	To facilitate registration of REM FTAO Robble Pearl Tailoring	Check No. 2379692 ✓	7,000.00 ✓	7,000.00 ✓			
3. BELGICA, CHARLES ALBERT ✓	27-Nov-15 ✓	Food for the Certification Program for SME Credit Professionals and Executives Training	LDA-2015-11-101-LUZ-1 ✓	15,000.00 ✓	15,000.00 ✓			
B. Advances to Regular Disbursing Officers								
1. Payroll								
2. Seminar/Conference								
3. Expenses								
TOTAL				297,799.82 ✓	240,587.32 ✓	16,930.00 ✓	40,282.50 ✓	-

**Tentative figure as of Nov. 30, 2015, books for the period still open as of preparation of this report.

Certified Correct:

[Signature]
ALFREDO S. DIMACULANGAN
Sector Head, RIMS

Verified by:

[Signature]
NORMA VALDEZ
COA, Resident Auditor, ATL

Approved by:

[Signature]
BENIGNO L. ZIALCITA III
President/CEO

Date Submitted: _____

Note: This report on Ageing of Cash Advances shall be submitted by the GOCC to COA, copy furnished the GCG. COA shall also provide the GCG the list of GOCC's that are compliant with this condition.