

April 22, 2013

Honorable Florencio B. Abad
Secretary
Department of Management and Budget
San Miguel St., Malacanang
Manila

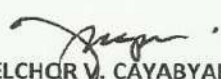
Thru: Director Soledad Doloiras
BMB-A
DBM

Dear Secretary Abad:

In compliance with the COA-DBM joint Circular no. 2013-1 dated March 15, 2013, the Office of Transportation Cooperatives (OTC), hereby submit the following quarterly accountability reports:

- a. Statement of Appropriations, Allotments, Obligations, Disbursement and Balances (Annex A);
- b. List of Agency Budget Matrix/Special Allotment Release Orders/Sub Allotment Release Orders Annex A-1);
- c. Detailed Statement of Current Year's Obligations, disbursements and Unpaid Obligations (Annex B);
- d. Summary of Prior Year's Obligations, Disbursement and Unpaid Prior Year Obligations (Annex C); and Summary report of Disbursements Annex D)

Very truly yours,


MELCHOR V. CAYABYAB
Chairman

AFD/MVC/MHA/ECM

DEPT OF BUDGET & MGMT BMB-A

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STATEMENT OF APPROPRIATIONS, ALLOTMENTS, OBLIGATIONS, DISBURSEMENTS AND BALANCES

As of the Quarter Ending March 31, 2013

ANNEX A

Department:

Department of Transportation and Communications (DOTC)

Agency/Operating Unit:

OFFICE OF TRANSPORTATION COOPERATIVES (OTC)

Region/Province/City:

Quezon City

Fund:

Regular Fund (101)

Particulars	Appropriations			Allotments			Adjusted Total Allotments	Current Year Obligations					Current Year Disbursements					Balances		
	Authorized Appropriations	Adjust- ments	Adjusted Appropriations	Allotments Received	Transfer To	Transfer From		1st Quarter ending 31-Mar	2nd Quarter ending 30-Jun	3rd Quarter ending 30-Sep	4th Quarter ending 31-Dec	Total	1st Quarter ending 31-Mar	2nd Quarter ending 30-Jun	3rd Quarter ending 30-Sep	4th Quarter ending 31-Dec	Total	Unreleased Appropriations	Unobligated Allotment	Unpaid Obligations
1	2	3	(2+3)=4	5	6	7	8=(5-6+7)	9	10	11	12	13=(9+10+11+12)	14	15	16	17	18=(14+15+16+17)	19=(4-8)	20=(8-13)	21=(13-18)
I. CURRENT YEAR BUDGET/APPROPRIATIONS																				
A. AGENCY SPECIFIC BUDGET																				
Personnel Services	12,095,000.00		12,095,000.00	12,095,000.00			12,095,000.00	3,429,959.22				3,429,959.22	2,752,189.91				2,752,189.91			677,769.31
Maintenance & Other Operating Expenses	4,942,000.00		4,942,000.00	4,942,000.00			4,942,000.00	1,078,422.08				1,078,422.08	1,012,117.08				1,012,117.08			66,395.00
Financial Expenses	0		-	-			-					-					-			-
Capital Outlay	1,085,000.00		1,085,000.00	1,085,000.00			1,085,000.00	-				-					0			-
B. SPECIFIC PURPOSE FUNDS																				
Miscellaneous Personnel Benefits Fund																				
Personnel Services																				
Pension and Gratuity Fund/Retirement Benefits Fund																				
Personnel Services																				
Priority Development Assistance Fund																				
Maintenance & Other Operating Expenses																				
Others																				
C. AUTOMATIC APPROPRIATIONS																				
Retirement and Life Insurance Premium	1,121,000.00		1,121,000.00	1,121,000.00			1,121,000.00	245,324.72				245,324.72	245,324.76				245,324.76			(0.04)
Personnel Services																				
Customs, Duties and Taxes																				
Maintenance & Other Operating Expenses																				
Others																				
TOTAL CURRENT YEAR BUDGET/APPROPRIATIONS	19,243,000.00		19,243,000.00	19,243,000.00	-	-	19,243,000.00	4,753,706.02				4,753,706.02	4,009,631.75				4,009,631.75			744,074.27
II. PRIOR YEAR'S BUDGET/CONTINUING APPROPRIATIONS																				
D. UNRELEASED APPROPRIATION																				
AGENCY SPECIFIC BUDGET																				
Personnel Services																				
Maintenance & Other Operating Expenses																				
Financial Expenses																				
Capital Outlays																				
E. SPECIAL PURPOSE FUNDS																				
Calamity Fund																				
Maintenance & Other Operating Expenses																				
Capital Outlays																				
Priority Development Assistance Fund																				
Maintenance & Other Operating Expenses																				
F. UNOBLIGATED ALLOTMENT																				
Personnel Services (under CFAG)																				
Maintenance & Other Operating Expenses																				
Capital Outlays																				
TOTAL PRIOR YEARS BUDGET/CONT. APPROPRIATIONS	0																			
GRAND TOTAL	19,243,000.00	-	19,243,000.00	19,243,000.00	-	-	19,243,000.00	4,753,706.02				4,753,706.02	4,009,631.75	-	-	-	4,009,631.75	-	-	744,074.27

Certified Correct:

Certified Correct:

ELEANOR C. MUPAS
Agency Budget Officer
Date: April 19, 2013

Approved By:

MELCHOR V. CAYABYAB
Chairman

EDISON A. DAGUIO
Agency Acting Accountant
Date: April 19, 2013

Department: Department of Transportation and Communications

Agency: Office of Transportation Cooperatives

Fund: Regular (101)

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DETAIL STATEMENT OF CURRENT YEAR'S OBLIGATIONS, DISBURSEMENT, UNPAID OBLIGATIONS
As of March 31, 2013


Department: Department of Transportation and Communications
Agency: Office of Transportation Cooperatives
Fund: Regular

Annex B

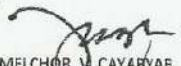
Program/Activity/Project (P/A/P) and Account Title	Account Code	Current Year Obligations					Disbursements					Balance (Unpaid Obligations) 13=(7-12) =(14+15)	Breakdown of Unpaid Obligations	
		1st Quarter Ending 31-Mar	2nd Quarter Ending 30-Jun	3rd Quarter Ending 30-Sep	4th Quarter Ending Dec. 31	Total	1st Quarter Ending 31-Mar	2nd Quarter Ending 30-Jun	3rd Quarter Ending 30-Sep	4th Quarter Ending Dec. 31	Total		Accounts Payables	Obligations Not Yet Due and Demandable
1	2	3	4	5	6	7	8	9	10	11	12	13=(7-12) =(14+15)	14	15
1. CURRENT YEAR BUDGET/APPROPRIATIONS														
A. AGENCY SPECIFIC BUDGET														
P/A/P														
Personnel Services														
Salaries and Wages														
Salaries & Wages - Regular	701	2,815,316.07				2,815,316.07	2,145,396.76				2,145,396.76	669,919.31		669,919.31
Other Compensation														
Personnel Economic Relief Allowance	711	175,000.00				175,000.00	174,000.00				174,000.00	1,000.00		1,000.00
Additional Compensation (ADCOM)	712	-				-	-				-	-		-
Representation Allowance (RA)	713	115,500.00				115,500.00	115,500.00				115,500.00	-		-
Transportation Allowance (TA)	714	51,250.00				51,250.00	47,000.00				47,000.00	4,250.00		4,250.00
Clothing/Uniform Allowance	715	155,000.00				155,000.00	155,000.00				155,000.00	-		-
Productivity Incentive Allowance	717	58,000.00				58,000.00	58,000.00				58,000.00	-		-
Honoraria	720	13,000.00				13,000.00	10,500.00				10,500.00	2,500.00		2,500.00
Cash Gift	724	-				-	-				-	-		-
Year-End Bonus	725	-				-	-				-	-		-
Personnel Benefit Contributions														
Life and Retirement Insurance Contributions	731	245,324.72				245,324.72	245,324.76				245,324.76	(0.04)		(0.04)
Pag-ibig Contributions	732	8,800.00				8,800.00	8,800.00				8,800.00	-		-
Philhealth Contributions	733	29,206.53				29,206.53	29,206.53				29,206.53	-		-
ECC Contributions	734	8,886.62				8,886.62	8,786.62				8,786.62	100.00		100.00
Maintenance & Other Operating Expenses														
Travelling Expenses														
Travel Expenses - Local	751	91,412.00				91,412.00	49,107.00				49,107.00	42,305.00		42,305.00
Training and Scholarship expenses														
Training expenses	753	35,856.75				35,856.75	35,856.75				35,856.75	-		-
Supplies and Materials Expenses														
Office Supplies Expenses	755	80,452.42				80,452.42	80,452.42				80,452.42	-		-
Gasoline Oil & lubricants expenses	761	93,812.71				93,812.71	83,812.71				83,812.71	10,000.00		10,000.00
Utility Expenses														
Water Expenses	766	60,132.34				60,132.34	60,132.34				60,132.34	-		-
Electricity Expenses	767	33,357.91				33,357.91	33,357.91				33,357.91	-		-
Communication Expenses														
Postage & Deliveries	771	15,000.00				15,000.00	15,000.00				15,000.00	-		-
Telephone Expenses - Landline	772	30,346.60				30,346.60	20,346.60				20,346.60	10,000.00		10,000.00
Telephone Expenses - Mobile	773	2,080.00				2,080.00	2,080.00				2,080.00	-		-
Internet Expenses	774	-				-	-				-	-		-
Cable	775	-				-	-				-	-		-
Advertising Expenses	780	-				-	-				-	-		-
Printing and Binding	781	125.00				125.00	125.00				125.00	-		-
Rent Expenses	782	559,020.00				559,020.00	559,020.00				559,020.00	-		-
Representation Expenses	783	788.35				788.35	-				-	788.35		788.35
Subscription Expenses	786	2,280.00				2,280.00	2,280.00				2,280.00	-		-
Professional Services														
Legal Services	791	-				-	-				-	-		-
Consultancy Service	793	30,000.00				30,000.00	30,000.00				30,000.00	-		-

Program/Activity/Project (P/A/P) and Account Title	Account Code	Current Obligations					Disbursements					Balance (Unpaid Obligations)	Breakdown of Unpaid Obligations	
		1st Quarter Ending 31-Mar	2nd Quarter Ending 30-Jun	3rd Quarter Ending 30-Sep	4th Quarter Ending Dec. 31	Total	1st Quarter Ending 31-Mar	2nd Quarter Ending 30-Jun	3rd Quarter Ending 30-Sep	4th Quarter Ending Dec. 31	Total		Accounts Payables	Obligations Not Yet Due and Demandable
1	2	3	4	5	6	7	8	9	10	11	12	13=(7+12)	14	15
General Services	795	28,608.00				28,608.00	28,608.00				28,608.00	-		-
Other Professional Services	799					-	-				-	-		-
RM - Transportation Equipment						-					-	-		-
Motor Vehicle	841	6,150.00				6,150.00	6,150.00				6,150.00	-		-
Miscellaneous Expenses						-					-	-		-
Extraordinary Expenses	883	8,211.65				8,211.65	5,000.00				5,000.00	3,211.65		3,211.65
Miscellaneous Expenses	884	788.35				788.35	788.35				788.35	-		-
Taxes, Insurance Premium and Other Fees											-	-		
Insurance Expenses	893										-	-		
Capital Outlays														
Office Equipment, Furniture & Fixtures														
Furniture and Fixtures	222													
Transportation Equipment														
Motor Vehicle	241													
B. SPECIAL PURPOSE PROJECTS														
Miscellaneous Personnel Benefits Fund														
C. AUTOMATIC APPROPRIATIONS														
Retirement & Life Insurance Premium														
TOTAL CURRENT YEAR BUDGET/APPROPRIATION		4,753,706.02	-	-	-	4,753,706.02	4,009,631.75	-	-	-	4,009,631.75	744,074.27	-	744,074.27
II. PRIOR YEAR'S BUDGET/CONTINUING APPROPRIATION														
D. Unreleased Appropriations														
Personnel Services														
Maintenance & Other Operating Expenses														
Financial Expenses														
Capital Outlays														
Special Purpose Fund														
Others														
E. Unobligated Allotment														
Personnel Services														
Maintenance & Other Operating Expenses														
Financial Expenses														
Capital Outlays														
Special Purpose Fund														
Others														
TOTAL PRIOR YEAR'S BUDGET/CONTINUING APPROPRIATION														
GRAND TOTAL		4,753,706.02	-	-	-	4,753,706.02	4,009,631.75	-	-	-	4,009,631.75	744,074.27	-	744,074.27


Certified Correct:


ELEANOR C. MUPAS
Budget Officer III
Date:

Approved By:


MELCHOR V. CAYABYAB
Chairman

Certified Correct:


EDISON A. DAGUIO
Acting Accountant

SUMMARY OF PRIOR YEAR'S OBLIGATIONS, DISBURSEMENTS AND UNPAID PRIOR YEAR OBLIGATIONS
For the Period Ending March 31, 2013

Annex C

Department: Department of Transportation and Communications
Agency/Operating Unit: Office of Transportation Cooperatives
Fund: Regular

Particulars	PRIOR YEAR'S OBLIGATIONS			DISBURSEMENTS					Unpaid Obligations
	Balance Beginning of the Year	Adjustments	Adjusted Balance	1st Quarter Ending 31-Mar	2nd Quarter Ending 30-Jun	3rd Quarter Ending Sept. 30	4th Quarter Ending Dec. 30	Total	
1	2	3	4	5	6	7	8	9=(5+6+7+8)	10
1. PRIOR YEAR'S ACCOUNTS PAYABLE									
Personnel Services									
Maintenance & Other Operating Expenses					NONE				
Capital Outlays									
TOTAL									
II. OBLIGATIONS NOT YET DUE AND DEMANDABLE									
Personnel Services					NONE				
Maintenance & Other Operating Expenses									
Capital Outlays									
TOTAL									
GRAND TOTAL									

Certified Correct:

ELEANOR O. MUPAS
Budget Officer III
Date: April 17, 2013

Approved By:

MELCHOR V. CAYABYAB
Chairman

Certified Correct:

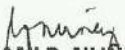
EDISON A. DAGUIO
Acting Accountant

BP 206: AGENCY PERFORMANCE MEASURES


OFFICE OF TRANSPORTATION COOPERATIVES

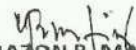
MFO/ Indicator (Qualitative and/ or Quantitative (1))	Unit of Measure (2)	Performance 1st Quarter - CY 2013		Variance (5)	Remarks
		Target (3)	Actual (4)		
MFO I Regulatory and Accreditation Services for TCs					
1. Formulation of Guidelines, Rules and Regulations		1	1	-	
2. Issuance/ Implementation of Guidelines, Rules and Regulations		-	-	-	
3. Processing of Applications for TC Accreditation		20	17	-3	Still awaiting for the full-compliance of applicants with the requirements. Definitely will be accomplished in the next period.
4. Issuance of TC- Accreditation Certificates		10	4	-6	
5. TC- Compliance Monitoring		10	13	3	
MFO II Promotion and Development Services for TCs					
1. Formulation of TC Development and Promotional Plans and Programs		-	-	-	

MFO/ Indicator (Qualitative and/ or Quantitative (1))	Unit of Measure (2)	Performance 1st Quarter - CY 2013		Variance (5)	Remarks
		Target (3)	Actual (4)		
2. Conduct of TCP Promotional Activities		2	5	3	
3. Technical Development/ Other Assistance Services		75	100	25	
4. Institutional Development/ Capability-Building and Specialized Trainings		30	45	15	


LANI P. NUNEZ
 Assistant Statistician

Reviewed by:


ROMMEL EFREN C. LAURENA
 Officer-in-Charge, Planning and Evaluation Division


CORAZON B. MARTINEZ
 Officer-in-Charge, Operations Division

Approved by:

MELCHOR V. CAYABYAB
 Chairman