become h cated.

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);
- List of Agency Budget Matrix/Special Allotment Release Orders/Sub Allotment Release Orders
   Annex A-1);
- 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 ). CAYABYAB

Chairman<sup>3</sup>

AFD/MVC/MHA/E

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APR23, 201 PM 106 ROUS

						1	As of	the Quarter End	ing March	31, 2013									25100	720 PM
epartment:	Department of T				C)														ANN	JEX A
gency/Operating Unit:	OFFICE OF TRAN	SPORTAT	TION COOPERATION	VES (OTC)																- 1
egion/Province/City:	Quezon City																A			
und:	Regular Fund (101) Appropriations Allotments Current Year Obligations Current Year Disbursements											Balances								
	Ap	propriati	ons		Allo	tments			_		-			quebrancomounts	-	-	-		Darances	-
							Adjusted	1st	2nd	3rd	4th		1st	2nd	3rd	4th	*****	tion to and		*
Particulars	Authorized	Adjust-	Adjusted	Aliotments		Transfer	Total	Quarter	Quarter	Quarter	Quarter	Total	Quarter	Quarter	Quarter	Quarter	Total	Unreleased	Unobligated	Unpaid
	Appropriations	ments	Appropriations	Received	To	From	Allotments	ending	ending	ending	ending		ending	ending	ending	ending		Appropriations	Allotment	Obligatio
								31-Mar	30-Jun	30-Sep	31-Dec		31-Mar	30-Jun	30-Sep	31-Dec		42-(4.0)	20 (0 42)	24 /42 4
1	1	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)	13=(4-8)	20=(8-13)	21=(13-1
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			677,765
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			65,305
Financial Expenses	0		2.5													-				
Capital Outby	1,085,000.00	The second	1,085,000.00	1,085,000.00			1,085,000.00					-	•			-	0			-
B. SPECIFIC PURPOSE FUNDS																				
Miscellaneous Persoanel Benefits Fund												114		_						
Personnel Services																				-
Pension and Gratuity Fund/Retirement Benefits Fund														-			-			
Personnel Services																				_
Priority Development Assistance Fund	S. on S.																			
Maintenance & Other Operating Expenses	Contract of																			
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			te
Personnel Services																				
Customs, Duties and Taxes																				
Maintenance & Other Operating Expenses														1						
Others																				
														-						
TOTAL CURRENT YEAR BUDGET/APPROPRIATIONS	19,243,000.00		19,243,000.00	19,243,000.00	-		19,243,000.00	4,753,705.02				4,753,706.02	4,009,631.75				4,009,631.75			744,074
PRIOR YEAR'S BUDGET/CONTINUING APPROPRIATIONS																				
D. UNRELEASED APPROPRIATION			(E) - 25-12 (1) (1) (1)															4		
AGENCY SPECIFIC BUDGET			The state of the s																	
Personnel Services												4.								
Meritenence & Other Operating Expenses				1			101-11													
Financial Expenses																				
Capital Outlays																				
E. SPECIAL PURPOSE FUNES																				
Calemity Fund											-									
Maintenance & Other Operating Expenses	The second									- VIIIV-3										
Capital Outleys																				
Priority Development Assistance Fund		1																		_
Maintenance & Other Operating Expenses							1													
UNOBUGATED ALLOTMENT																				1
Personnel Services (under CFAG)								W. Aug.												
Maintenance & Other Operating Expenses														7-1	Lazali					
									Hit Services											
Cepital Dutlays					3							100		Section 19				early alexanders		
TOTAL PRIOR YEAR'S BUDGET/CONT. ASPROPRIATIONS	0								*							VIII - 10 V				
GRAND TOTAL	19,243,000.00	_	19 242 000 00	19,243,000.00			19,243,000.00	4,753,706.02	-/			4,753,706.02	4,009,531.75				4,009,631.75			744,076

Approved By:

EDISONA DAGUIO Agency Acting Accountant Date: April 19, 2013

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	Ann	***	Α.
	Ann	ex	1

_				Matrix/Special Allo As o	f March 31, 2013							
Separtmen	t: Department of Transportation and C	Communications										-
Agency: Of	fice of Transportation Cooperatives											
und: Regu												
arror meg-												
		Date of ABM	Fund Source		Allotments						perating Units	Total
No.	ABM/SARO/Sub-ARO No.	SARO/Sub-ARO	Reg/SPF/etc.	PS	MOOE	.co	Total	PS	MOOE	СО	Total	Allotments
1	2	3	4	5	6	7	8=(5+6+7)	9	10	11	12+(9+10+11)	13=(8-12)
A. Allotme	nt Received from DBM											
1	ABM-BMB-A-13-0003677	January 13, 2013	3 Regular	12,095,000.00	4,942,000.00	1,085,000.00	18,122,000.00					18,122,000.0
2	ABM-BMB-A-13-0003678	January 13, 2013	3 Automatic App.	1,121,000.00			1,121,000.00					1,121,000 0
3												
4												
5												
	Sub-Total			13,216,000.00	4,942,000.00	1,085,000.00	19,243,000.00		-			19,243,000.00
B. Sub-allo	ments received from											
Cenbtra	Office/Regional Office											
1												
2	Name of the second seco											
3									-			
4									-		-	
5									-			
	Sub-Total								-		-	10 242 200 20
	Total Allotments			13,216,000.00	4,942,000.00	1,085,000.00	19,243,000.00				-	19,243,000.00
Certified C	orrect:											
	Mml											
E	EANOR C. MUPAS											
	udget Officer III				200 L - 01 L							

## DETAI ATEMENT 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

			Curre	ent Year Obli	gations			CONTRACTOR OF THE PARTY OF THE	Disbursements				Breakdown	of Unpaid Obligations
Program/Activity/Project (P/A/P) and Account Title	Account Code	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	Balance (Unpaid Obligations)	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	**
1. CURRENT YEAR BUDGET/APPROPRIATIONS	-				-	-	0		10	21	12	=(14+15)	14	15
A. AGENCY SPECIFIC BUDGET				-			-							
P/A/P	-													
Personnel Services										- EN TO				
Salaries and Wages	THE PERSON NAMED IN						(C. 100 CO. 10							
Salaries & Wages - Regular	701	2,815,316.07				2.815,316.07	2,145,396.76				2,145,396.76	669,919.31		660 can 2
Samiles & Hages Hegels.		1,010,010,0				2,010,010.0	2,245,550.70				2,143,330.70	005,515.51	-	669,919.3
Other Compensation												- :		
Personnel Economic Relief Allowance	711	175,000.00				175,000.00	174,000.00				174,000.00	1,000.00		40
Additional Compensation (ADCOM)	712	-					174,000.00				1/4,000.00	1,000.00		1,
Representation Allowance (RA)	713	115,500,00				115,500.00	115,500.00	V			115,500.00			
Transportation Allowance (TA)	714	51,250.00				51,250.00	47,000.00	HEATTER COLUMN			47,000.00	4,250.00		4,250.0
Clothing/Uniform Allowance	715	155,000.00				155,000.00	155,000.00				155,000.00	- 1		4,230.0
Productivity Incentive Allowance	717	58,000.00				58,000.00	58,000.00				58,000.00	-		
Honoraria	720	13,000.00		5		13,000.00	10,500.00				10,500.00	2,500.00		2,500.0
Cash Gift	724						-				20,300.00	2,500.00		2,500.0
Year-End Bonus	725													·
Personnel Benefit Contributions							CIETA CONTRACTOR		7112-201-2-21					
Life and Retirement Insurance Contributions	731	245,324.72	the state of the s			245,324.72	245,324.76	**********			245,324.76	(0.04)		(0.0
Pag-ibig Contributions	732	8,800.00				8,800.00	8,800.00				8,800.00	- (0.0-1)		(0.0
Philhealth Contributions	733	29,206.53				29,206.53	29,206.53				29,206.53			<del></del>
ECC Contributions	734	8,886.62				8,886.62	8,786.62				8,786.62	100.00		100.0
												•		
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		42,305.0
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	-	10,000.0
Utility Expenses	-										-	-		
Water Expenses	766	60,132.34				60,132.34	50,132.34				60,132.34			
Electricity Expenses	767	33,357.91				33,357.91	33,357.91				33,357.91	-		
Communication Expenses	777	45.000.00				-						-		· ·
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	20,345.60				20,346.60	10,000.00		10,000.0
Telephone Expenses - Mobile	773	2,080.00				2,080.00	2,080.00				2,080.00			
Internet Expenses							-							
Cable	775				100		-				•	-		
Advertising Expenses	780	405.00		-	-	135.00	107.00					-		
Printing and Binding	781	125.00			A DATE OF	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	2.000					788.35		788.3
Subscription Expenses	786	2,280.00				2,280.00	2,280.00				2,280.00			
Professional Services												-		
Legal Services	791 793	30,000,00				20,000,00	-					-		
Consultancy Service	/22	30,000.00				30,000.00	30,000.00				30,000.00	*		-

			Curre	n. Oblig	ations				Disbursements	\$			Breakdown	of Unpaid Obligations
Program/Activity/Project (P/A/P) and Account Title	Account Code	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	Balance (Unpaid Obligations)	Accounts Payables	Obligations  Not Yet Due  and  Demandable
												13=(7+12)		
1	2	3	. 4	5	6	7	8	9	10	11	12	=(14+15)	14	15
General Services	795	28,608.00				28,608.00	28,608.00				28,608.00			
Other Professional Services	799					1	· .					-		
RM - Transportation Equipment						•								
Motor Vehicle	841	6,150.00				6,150.00	6,150.00				6,150.00			
Miscellaneous Expenses					Z							-		
Extraordinary Expenses	883	8,211.65			1	8,211.65	5,000.00			Carling	5,000.00	3,211.65		3,211.6
Miscellaneous Expenses	884	788.35				788.35	788.35				788.35			
Taxes, Insurance Premium and Other Fees												- 1		
Insurance Expenses	893													
Capital Outlays														
Office Equipment, Furniture & Fixtures														
Furniture and Fixtures	222													
Transportation Equipment														
Motor Vehicle	241													
B. SPECIAL PURPOSE PROJECTS	-		-07 E											
Miscellaneous Personnel Benefits Fund									-					
Miscellaneous Personilei Berleitus Purtu			-											
C. AUTOMATIC APPROPRIATIONS														
Retirement & Life Insurance Premium											1			
TOTAL CURRENT YEAR BUDGET/APPROPRIATION		4,753,706.02	-			4,753,706.02	4,009,631.75				4,009,631.75	744,074.27		744.074.2
II. PRIOR YEAR'S BUDGET/CONTINUING APPROPRIATION														
D. Unreleased Appropriations							N.							
Personnel Services														
Maintenance & Other Operating Expenses														
Financial Expenses														
Capital Outlays								-						
Special Purpose Fund														
Others														
E. Unobligated Allotment							-							
Personnel Services											TOTAL SECTION			
Maintenance & Other Operating Expenses	District of the last of the la			ALL CONTRACTOR				-				-		
Financial Expenses							-			-		-		
Capital Outlays														
Special Purpose Fund														ALLO COLOR DE LA C
Others							-			-				
TOTAL PRIOR YEAR'S BUDGET/CONTINUING APPROPRIAT	TION											1		
GRAND TOTAL	(IOIN	4,753,706.02				4,753,705.02	4,009,631.75				4,009,631.75	744 074 27		
JRAND I DIAL	-	7,733,700.02				177337700102	4,000,001.73				4,005,051765	744,074.27		744,074.2

Certified Correct:

ELEANOR C. MUPAS Budget Officer III Date:

Approved By

MELCHOR V CAYARYAB

Certified Correct:

EDISON A. DAGUIO Acting Accountant

2

## 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

	PRIOF	R YEAR'S OBLIGA	TIONS		DI	SBURSEME	VTS			
Particulars	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	Unpaid Obligations	
1	2	3	4	5	6	7	8	9=(5+6+7+8)	10	
PRIOR YEAR'S ACCOUNTS PAYABLE     Personnel Services     Maintenance & Other Operating Expenses     Capital Outlays				N	ONE					
TOTAL										
II. OBLIGATIONS NOT YET DUE AND DEMANDABLE										
Personnel Services  Maintenance & Other Operating Expenses  Capital Outlays		'- y .'		N	ONE					
TOTAL										
GRAND TOTAL										

Certified Correct:

Budget Officer III

Date: April 17, 2013

Approved By:

Certified Correct:

EDISON A. DAGUIO

Acting Accountant

## **BP 206: AGENCY PERFORMANCE MEASURES**

## OFFICE OF TRANSPORTATION COOPERATIVES

MFO/ Indicator	Unit of	DATE WATER	mance er - CY 2013				
(Qualitative and/ or Quantitative (1)	Measure (2)	Target (3)	Actual (4)	Variance (5)	Remarks		
MFO I Regulatory and Accreditation Services for TCs							
Formulation of Guidelines, Rules and Regulations		1	1	-			
<ol> <li>Issuance/Implementation of Guidelines, Rules and Regulations</li> </ol>			-	Commission Transcriptor			
Processing of Applications for TC Accreditation	1000	20	17	-3	Still awaiting for the full-compli- ance of applicants with the re- quirements. Definitely will be		
4. Issuance of TC- Accreditation Certificates		10	4	-6	accomplished in the next period.		
5. TC- Compliance Monitoring		10	13	3			
MFO II Promotion and Development Services for TCs				CONTRACTOR DESCRIPTION OF THE CONTRA			
Formulation of TC Development and Promotional     Plans and Programs			-	4			

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

LANIP. NUNEZ Assistant Statistician

Reviewed by:

Officer-in Charge, Planning and Evaluation Division

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

Approved by:

MELCHOR V. CAYABYAB Chairman