



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT

MALACANANG, MANILA

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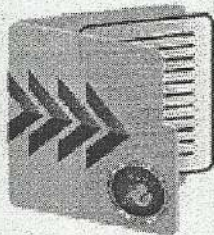
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REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS  
**OFFICE OF TRANSPORTATION COOPERATIVES**

8th Flr. Ben-Lor Building, 1184 Quezon Avenue, Brgy. Paligsahan, Quezon City 1103  
Tel. Nos.: 332-9311 • 332-9313 • Telefax Nos.: 332-9312 • 332-9315



**April 7, 2014**

**Honorable Florencio B. Abad**  
Secretary  
Department of Budget and Management  
San Miguel St., Malacañang  
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 Financial Accountability Reports(FARs – 1st quarter 2014):

- a. Statement of Appropriations, Allotments, Obligations, Disbursement and Balances (Annex A);
- b. List of Agency Budget Matrix/Special Allotment Release Order/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;
- e. Summary Report of disbursements (Annex D)

Very truly yours,

  
**MELCHOR V. CAYABYAB**  
Chairman

AFD/CMVC/MHA/ECM

STATEMENT OF APPROPRIATIONS, ALLOTMENTS, OBLIGATIONS, DISBURSEMENTS AND BALANCES  
As of the 1st Quarter Ending March 30, 2014

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				Current Year Obligations					Current Year Disbursements					Balances		
	Authorized Appropriations	Adjustments	Adjusted Appropriations	Allotments Received	Transfer To	Transfer From	Adjusted Total Allotments	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	11,550,000.00	0	11,550,000.00	11,550,000.00	0	0	11,550,000.00	3,284,600.19				3,284,600.19	3,284,600.19				3,284,600.19	-	8,265,399.81	-
Maintenance & Other Operating Expenses	5,169,000.00	0	5,169,000.00	5,169,000.00	0	0	5,169,000.00	1,097,319.22				1,097,319.22	1,097,319.22				1,097,319.22		4,071,680.78	
Financial Expenses	0	0	-	-			-					-					-			
Capital Outlay	-	0	-	-			-					-					-			
B. SPECIFIC PURPOSE FUNDS																				
Miscellaneous Personnel Benefits Fund																				
Personnel Services			-	-			-					-					-			0
Pension and Gratuity Fund/Retirement Benefits Fund																				
Personnel Services			-	-			-					-					-			0
Priority Development Assistance Fund																				
Maintenance & Other Operating Expenses																				
Others																				
C. AUTOMATIC APPROPRIATIONS																				
Retirement and Life Insurance Premium			-	-			-					-					-			
Personnel Services	1,072,000.00	0	1,072,000.00	1,072,000.00	0	0	1,072,000.00	232,776.96				232,776.96	232,776.96				232,776.96		839,223.04	
Customs, Duties and Taxes																				
Maintenance & Other Operating Expenses																				
Others																				
TOTAL CURRENT YEAR BUDGET/APPROPRIATIONS																				
	17,791,000.00		17,791,000.00	17,791,000.00	-	-	17,791,000.00	4,614,696.37	-	-	-	4,614,696.37	4,614,696.37	-	-		4,614,696.37	-	13,176,303.63	
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																				
Celebrity 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 YEAR'S BUDGET/CONT. APPROPRIATIONS																				
GRAND TOTAL	17,791,000.00	-	17,791,000.00	17,791,000.00	-	-	17,791,000.00	4,614,696.37	-	-	-	4,614,696.37	4,614,696.37	-	-	-	4,614,696.37	-	13,176,303.63	-

Certified Correct:

Approved By:

Certified Correct:

ELEANOR D. MUPAS  
Administrative Officer V  
Date: April 4, 2014

MELCHOR V. CAYABAS  
Chairman

ALBERT T. CRUZ  
Agency Acting Accountant



Department: Department of Transportation and Communications

Fund: Regular (101)

Administrative Officer V

**DETAILED STATEMENT OF CURRENT YEAR'S OBLIGATIONS, DISBURSEMENTS AND UNPAID OBLIGATIONS**  
As of March 31, 2014

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)	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
<b>1. CURRENT YEAR BUDGET/APPROPRIATIONS</b>														
<b>A. AGENCY SPECIFIC BUDGET</b>														
<b>P/A/P</b>														
<b>Personnel Services</b>														
Salaries and Wages														
Salaries & Wages - Regular	50101010	2,625,062.74				2,625,062.74	1,947,311.59				1,947,311.59	677,751.15		
Other Compensation						-						-		
Personnel Economic Relief Allowance	50102010	169,935.48				169,935.48	169,935.48				169,935.48	-		
Additional Compensation (ADCOM)						-						-		
Representation Allowance (RA)	50102020	124,000.00				124,000.00	93,000.00				93,000.00	31,000.00		
Transportation Allowance (TA)	50102030	90,000.00				90,000.00	67,500.00				67,500.00	22,500.00		
Clothing/Uniform Allowance	50102040	155,000.00				155,000.00	155,000.00				155,000.00	-		
Productivity Incentive Allowance	50102080	56,000.00				56,000.00	56,000.00				56,000.00	-		
Honoraria	50102100	26,000.00				26,000.00	26,000.00				26,000.00	-		
Cash Gift	50102150					-	-				-	-		
Year-End Bonus	50102140					-	-				-	-		
<b>Personnel Benefit Contributions</b>														
Life and Retirement Insurance Contributions	50103010	232,776.95				232,776.95	232,776.95				232,776.95	-		
Pag-ibig Contributions	50103020	8,500.00				8,500.00	8,500.00				8,500.00	-		
Philhealth Contributions	50103030	21,612.50				21,612.50	21,612.50				21,612.50	-		
ECC Contributions	50103040	8,489.47				8,489.47	8,489.47				8,489.47	-		
<b>Maintenance &amp; Other Operating Expenses</b>														
Travelling Expenses														
Travel Expenses - Local	50201010	77,331.00				77,331.00	57,816.00				57,816.00	19,515.00		
Training and Scholarship expenses														
Training expenses	50202010	14,000.00				14,000.00	14,000.00				14,000.00	-		
Supplies and Materials Expenses														
Office Supplies Expenses	50203010	82,382.65				82,382.65	62,382.65				62,382.65	20,000.00		
Fuel, Oil & Lubricants expenses	50203090	26,255.63				26,255.63	26,255.63				26,255.63	-		
Utility Expenses														
Water Expenses	50204010	23,718.70				23,718.70	23,718.70				23,718.70	-		
Electricity Expenses	50204020	48,836.24				48,836.24	48,836.24				48,836.24	-		

Communication Expenses													
Postage & Deliveries	50205010	30,000.00				30,000.00	19,995.00				19,995.00	10,005.00	
Telephone Expenses - Landline	50205020	18,209.50				18,209.50	13,594.50				13,594.50	4,615.00	
Telephone Expenses - Mobile		10,735.30				10,735.30	10,735.30				10,735.30	-	
Internet Expenses	50205030					-	4,615.00				4,615.00	(4,615.00)	
Cable						-	-				-	-	
Advertising Expenses	50299010					-	-				-	-	
Printing and Binding	50299020	3,540.00				3,640.00	3,640.00				3,540.00	-	
Rent Expenses	50299050	614,922.00				614,922.00	614,922.00				614,922.00	-	
Representation Expenses	50299030	10,272.00				10,272.00	3,822.00				3,822.00	6,450.00	
Subscription Expenses	50299070	2,242.00				2,242.00	2,242.00				2,242.00	-	
Professional Services						-	-				-	-	
Legal Services	50211010					-	-				-	-	
Consultancy Service	50211030	45,000.00				45,000.00	37,500.00				37,500.00	7,500.00	
General Services	50212990					-	-				-	-	
Other Professional Services	50211990	71,500.00				71,500.00	71,500.00				71,500.00	-	
RM - Transportation Equipment						-	-				-	-	
Motor Vehicle	50213060					-	-				-	-	
Miscellaneous Expenses						-	-				-	-	
Extraordinary Expenses & Misc. Expenses	50210030	18,274.20				18,274.20	18,274.20				18,274.20	-	
Taxes, Insurance Premium and Other Fees						-	-				-	-	
Insurance Expenses	50215030					-	-				-	-	
Capital Outlays						-	-				-	-	
Office Equipment, Furniture & Fixtures						-	-				-	-	
Furniture and Fixtures	10607010					-	-				-	-	
Transportation Equipment						-	-				-	-	
Motor Vehicle	10606010					-	-				-	-	
B. SPECIAL PURPOSE PROJECTS						-	-				-	-	
Miscellaneous Personnel Benefits Fund						-	-				-	-	
C. AUTOMATIC APPROPRIATIONS						-	-				-	-	
Retirement & Life Insurance Premium						-	-				-	-	
<b>TOTAL CURRENT YEAR BUDGET/APPROPRIATION</b>		<b>4,614,696.37</b>				<b>4,614,696.37</b>	<b>3,819,975.22</b>				<b>3,819,975.22</b>	<b>794,721.15</b>	

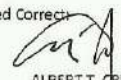


II. PRIOR YEAR'S BUDGET/CONTINUING APPROPRIATION													
D. Unreleased Appropriations													
Personnel Services													
Maintenance & Other Operating Expenses													
Financial Expenses													
Capital Outlays													
Special Purpose Fund													
Others													
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							3,819,975.22				3,819,975.22		


Certified Correct:

ELEANOR S. MUPAS  
Budget Officer III  
Date: 

Certified Correct:

  
ALBERT T. CRUZ  
Acting Accountant

Approved By:

  
MELCHOR V. CAYABYAB  
Chairman

SUMMARY OF PRIOR YEAR'S OBLIGATIONS, DISBURSEMENTS AND UNPAID PRIOR YEAR OBLIGATIONS  
For the Period Ending March 31, 2014

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
<b>I. PRIOR YEAR'S ACCOUNTS PAYABLE</b>									
Personnel Services									
Maintenance & Other Operating Expenses					NONE				
Capital Outlays									
<b>TOTAL</b>									
<b>II. OBLIGATIONS NOT YET DUE AND DEMANDABLE</b>									
Personnel Services									
Maintenance & Other Operating Expenses					NONE				
Capital Outlays									
<b>TOTAL</b>									
<b>GRAND TOTAL</b>									


Certified Correct:


Approved By:

Certified Correct:

  
**ELEANOR C. MUPAS**  
Administrative Officer V

Date: April 4, 2014

  
**MELCHOR V. CAYABYAB**  
Chairman

  
**ALBERT T. CRUZ**  
Acting Accountant



**SUMMARY REPORT OF DISBURSEMENTS**  
For the Quarter Ending March 31, 2014  
In Pesos

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

Annex D

PARTICULARS 1	CURRENT YEAR BUDGET				PRIOR YEAR'S BUDGET				PRIOR YEAR'S OBLIGATIONS				SUB-TOTAL (5)=2+3+4	TRUST LIABILITIES				Others 7	GRAND TOTAL				Remarks 9
	PS	MOOE	CO	TOTAL	PS	MOOE	CO	TOTAL	PS	MOOE	CO	TOTAL		PS	MOOE	CO	TOTAL		PS	MOOE	CO	TOTAL	
	2				3				4					6					8				
FIRST QUARTER																							
Notice of cash Allocation																							
MDS Checks Issued	2,960,315.49	896,607.11		3,856,922.60															2,960,315.49	896,607.11		3,856,922.60	
Advice to Debit Account																							
Tax Remittance Advice Issued	227,009.96	77,550.36		304,560.32															227,009.96	77,550.36		304,560.32	
Cash Disbursement Ceiling																							
Non-Cash Availment Authority																							
TOTAL	3,187,325.45	974,157.47		4,161,482.92															3,187,325.45	974,157.47		4,161,482.92	
SECOND QUARTER																							
Notice of cash Allocation																							
MDS Checks Issued																							
Advice to Debit Account																							
Tax Remittance Advice Issued																							
Cash Disbursement Ceiling																							
Non-Cash Availment Authority																							
TOTAL																							
THIRD QUARTER																							
Notice of cash Allocation																							
MDS Checks Issued																							
Advice to Debit Account																							
Tax Remittance Advice Issued																							
Cash Disbursement Ceiling																							
Non-Cash Availment Authority																							
TOTAL																							
FOURTH QUARTER																							
Notice of cash Allocation																							
MDS Checks Issued																							
Advice to Debit Account																							
Tax Remittance Advice Issued																							
Cash Disbursement Ceiling																							
Non-Cash Availment Authority																							
TOTAL																							
GRAND TOTAL	3,187,325.45	974,157.47		4,161,482.92															3,187,325.45	974,157.47		4,161,482.92	

Certified Correct:

ELEANOR C. MUPAS  
Budget Officer III  
Date: April 04, 2014

Approved By:

MELCHOR V. CAYABYAB  
Chairman

Certified Correct:

ALBERT T. CRUZ  
Acting Accountant  
Date: April 04, 2014