

ANNEX B

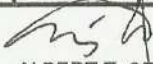
**Report on Ageing of Cash Advances
Schedule of Advances to Officers and Employees
As of December 2013**

Book No. : General Ledger
Account Title : Cash Advances
Account Code: 148

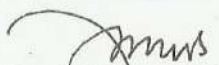
Agency Name: Office of Transportation Cooperatives
Agency Code : A52075100

| | Date CA | Particulars | Reference | Total | Less than | 31-60 Days | 61-365 | Over 1 | (State date of liquidation and reason why if liquidated after the cut-off date) |
|--|-----------|------------------|-----------------|-----------|-----------|------------|--------|---------|---|
| | Granted | | | | | | | 30 Days | |
| A. Advances for Special Purpose | | | | | | | | | |
| 1. Local Travel For the month of November and December 2013 | 4-Dec-13 | M.H.Afalla | DV# 2013-12-654 | 3,440.00 | X | | | | Liquidated as of December 20, 2013 Liquidated as of December 20, 2013 |
| | 10-Dec-13 | M.V. Cayabyab | DV# 2013-12-676 | 7,257.00 | X | | | | |
| 2. Foreign Travel | | | | | | | | | |
| 3. Special Activities/ Project | | | | | | | | | |
| B. Advances to Regular Disbursing Officers | | | | | | | | | |
| 1. Payroll | | | | | | | | | |
| 2. Seminar/Conference Expenses | 14-Nov-13 | E. C. Mupas | DV# 2013-11-586 | 43,000.00 | X | | | | Liquidated as of December 13, 2013 |
| 3. Postage and Deliveries | 29-Oct-13 | Gil T. Capoquian | DV# 2013-10-558 | 10,000.00 | | X | | | Liquidated as of December 12, 2013 |
| 4. Representation Expenses | 19-Nov-13 | R.H.S. Urrera | DV# 2013-11-616 | 5,500.00 | | X | | | Liquidated as of December 19, 2013 |
| | 19-Dec-13 | E.C. Mupas | DV# 2012-12-684 | 10,000.00 | X | | | | Liquidated as of December 13, 2013 |
| Total | | | | 79,197.00 | | | | | |

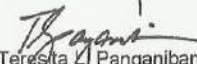
Certified Correct


ALBERT T. CRUZ
Acting Accountant

Approved by


MELCHOR V. CAYABYAB
Chairman

Verified by


Teresita L. Panganiban
COA Resident Auditor

Date Submitted: _____

* For submission of additional
liquidation documents.