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Republic of the Philippines
Department of Transportation
OFFICE OF TRANSPORTATION COOPERATIVES

February 5, 2025

DEPARTMENT OF TRANSPORTATION
CENTRAL RECORDS DIVISION
RECEIVED
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BY: TIME:

SEC. JAIME J. BAUTISTA
Office of the Secretary
Department of Transportation
Primex Tower, EDSA, corner Connecticut St.,
San Juan Metro Manila

Thru : **ALIZA MARIE GUILOT-SALARDA**
Division Chief
Budget Division, Finance Service

Dear Sec. Bautista:

In Compliance with the Department Memorandum Order dated September 2, 2011, the Office of Transportation Cooperatives (OTC) hereby submits the following reports:

a. Financial Performance for the month of **January 2025**; and
b. Status of NCA utilization/disbursements rate for the month of **January 2025**.

For any further questions or queries, please reach Ms. Eleanor C. Mupas, Budget Officer, at (02) 8833-9315 or email at eleanor.mupas@otc.gov.ph. Thank you.

Very Truly Yours,

REYMUNDO D.J. DE GUZMAN, JR.
Chairperson

DEPARTMENT OF TRANSPORTATION

Annex A

OFFICE OF TRANSPORTATION COOPERATIVES

Financial Performance Report
As of January 31, 2025
All Funds
(In 000 Pesos)

I. EXPENDITURES

Fund Source	Fy 2025 Appropriations	Allotment Received/Available PS	MOOE	CO	TOTAL	Obligations Incurred As of January 31, 2025 PS	MOOE	CO	TOTAL	Utilizations Rate (In %)	Remarks (reasons for under/over utilization of funds)
CURRENT OPERATING EXPENSES											
Current Year Budget	44,827	25,430	19,345	52	44,827	2,366	519	-	2,885	6%	
					-						
Regular Agency Fund (Specific Budget -GAA)	37,129	25,340	11,789	-	37,129	2,188	39	-	2,227	6%	
	-										
Administration of Personnel Benefits	90	90	-		90	-			-	0%	
Total Specific Budget	37,219	25,430	11,789	-	37,219	2,188	39	-	2,227	6%	
Miscellaneous and Personnel Benefits Fund	-	-	-		-	-			-	0%	
Automatic Appropriations	-	-	-	-	-	178	-	-	178	0%	
					-						
Total Current Appropriations	37,219	25,430	11,789	-	37,219	2,366	39	-	2,405	6%	
Continuing Appropriations -Fy 2024	7,608		7,556	52	7,608		480		480	0%	
Total Allotment/Obligation Incurred	44,827	25,430	19,345	52	44,827	2,366	519	-	2,885	6%	

Prepared by:	Certified Correct:	Approved:
ANGELICA J. ASPERO	ELEANOR C. MUPAS	REYMUNDO D.J. DE GUZMAN. JR.
Administrative Aide VI	Administrative Officer V	Chairperson

FAR No. 4

MONTHLY REPORT OF DISBURSEMENTS
For the month of January 2025

Department : Department of Transportation (DOTr)
Agency/Entity : Office of Transportation Cooperatives
Operating Unit : < not applicable >
Organization Code (UACS) : 38 004 0000000
Fund Cluster : 01 - Regular Agency Fund
(e.g. UACS Fund Cluster: 01-Regular Agency Fund, 02-Foreign Assisted Projects Fund, 03-Special Account-Locally Funded/Domestic Grants Fund, etc.)

Particulars	Current Year Budget					Prior Year's Budget: Prior Year's Accounts Payable				
	PS	MOOE	FinEx	CO	TOTAL	PS	MOOE	FinEx	CO	Sub-Total
1	2	3	4	5	6=(2+3+4+5)	7	8	9	10	11=(7+8+9+10)
CASH DISBURSEMENTS	1,850,444.80	39,000.00	0.00	0.00	1,889,444.80	14,611.97	0.00	0.00	0.00	14,611.97
Notice of Cash Allocation (NCA)	1,850,444.80	39,000.00	0.00	0.00	1,889,444.80	14,611.97	0.00	0.00	0.00	14,611.97
MDS Checks Issued	29,589.08	0.00	0.00	0.00	29,589.08	0.00	0.00	0.00	0.00	0.00
Advice to Debit Account	1,820,855.72	39,000.00	0.00	0.00	1,859,855.72	14,611.97	0.00	0.00	0.00	14,611.97
f Transfer Allocations (NTA)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
hecks Issued	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
e to Debit Account	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Working Fund for FAPs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cash Disbursement Ceiling (CDC)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CASH DISBURSEMENTS	1,850,444.80	39,000.00	0.00	0.00	1,889,444.80	14,611.97	0.00	0.00	0.00	14,611.97
NON-CASH DISBURSEMENTS	147,383.77	0.00	0.00	0.00	147,383.77	0.00	0.00	0.00	186,830.35	186,830.35
Tax Remittance Advices Issued (TRA)	147,383.77	0.00	0.00	0.00	147,383.77	0.00	0.00	0.00	186,830.35	186,830.35
Non-Cash Availment Authority (NCAA)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Disbursements effected through outright deductions from claims (please specify...)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Overpayment of expenses(e.g. personnel benefits)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Restitution for loss of government property	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Liquidated damages and similar claims	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Others(TEF, BTr-Documentary Stamp Tax, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-CASH DISBURSEMENTS	147,383.77	0.00	0.00	0.00	147,383.77	0.00	0.00	0.00	186,830.35	188,830.35
GRAND TOTAL	1,997,828.57	39,000.00	0.00	0.00	2,036,828.57	14,611.97	0.00	0.00	186,830.35	201,442.32

Particulars	Prior Year's Budget: Current Year's Accounts Payable					TOTAL	SUB-TOTAL
	PS	MOOE	FinEx	CO	Sub-Total		
1	12	13	14	15	16=	17=(11+16)	18=(6+17)
CASH DISBURSEMENTS	0.00	430,634.40	0.00	0.00	430,634.40	445,246.37	2,334,691.17
Notice of Cash Allocation (NCA)	0.00	430,634.40	0.00	0.00	430,634.40	445,246.37	2,334,691.17
MDS Checks Issued	0.00	0.00	0.00	0.00	0.00	0.00	29,589.08
Advice to Debit Account	0.00	430,634.40	0.00	0.00	430,634.40	445,246.37	2,305,102.09
f Transfer Allocations (NTA)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
hecks Issued	0.00	0.00	0.00	0.00	0.00	0.00	0.00
e to Debit Account	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Working Fund for FAPs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cash Disbursement Ceiling (CDC)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CASH DISBURSEMENTS	0.00	430,634.40	0.00	0.00	430,634.40	445,246.37	2,334,691.17
NON-CASH DISBURSEMENTS	0.00	40,961.28	0.00	0.00	40,961.28	227,791.63	375,175.40
Tax Remittance Advices Issued (TRA)	0.00	40,961.28	0.00	0.00	40,961.28	227,791.63	375,175.40
Non-Cash Availment Authority (NCAA)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Disbursements effected through outright deductions from claims (please specify...)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Overpayment of expenses(e.g. personnel benefits)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Restitution for loss of government property	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Liquidated damages and similar claims	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Others(TEF, BTr-Documentary Stamp Tax, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-CASH DISBURSEMENTS	0.00	40,961.28	0.00	0.00	40,961.28	227,791.63	375,175.40
GRAND TOTAL	0.00	471,595.68	0.00	0.00	471,595.68	673,038.00	2,709,866.57

Particulars	Trust Liabilities				Grand Total					Remarks
	PS	MOOE	CO	TOTAL	PS	MOOE	FinEx	CO	TOTAL	
1	19	20	21	22=(19+20+21)	23	24	25	26	27=(23+24+25+26)	28
CASH DISBURSEMENTS	0.00	0.00	0.00	0.00	1,865,056.77	469,634.40	0.00	0.00	2,334,691.17	
Notice of Cash Allocation (NCA)	0.00	0.00	0.00	0.00	1,865,056.77	469,634.40	0.00	0.00	2,334,691.17	
MDS Checks Issued	0.00	0.00	0.00	0.00	29,589.08	0.00	0.00	0.00	29,589.08	
Advice to Debit Account	0.00	0.00	0.00	0.00	1,835,467.69	469,634.40	0.00	0.00	2,305,102.09	
f Transfer Allocations (NTA)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
hecks Issued	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
e to Debit Account	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Working Fund for FAPs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Cash Disbursement Ceiling (CDC)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL CASH DISBURSEMENTS	0.00	0.00	0.00	0.00	1,865,056.77	469,634.40	0.00	0.00	2,334,691.17	
NON-CASH DISBURSEMENTS	0.00	0.00	0.00	0.00	147,383.77	40,961.28	0.00	186,830.35	375,175.40	
Tax Remittance Advices Issued (TRA)	0.00	0.00	0.00	0.00	147,383.77	40,961.28	0.00	186,830.35	375,175.40	
Non-Cash Availment Authority (NCAA)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Disbursements effected through outright deductions from claims (please specify...)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Overpayment of expenses(e.g. personnel benefits)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Restitution for loss of government property	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Liquidated damages and similar claims	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Others(TEF, BTr-Documentary Stamp Tax, etc.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL NON-CASH DISBURSEMENTS	0.00	0.00	0.00	0.00	147,383.77	40,961.28	0.00	186,830.35	375,175.40	
GRAND TOTAL	0.00	0.00	0.00	0.00	2,012,440.54	510,595.68	0.00	186,830.35	2,709,866.57	

SUMMARY

Particulars	Previous Report	This Month	As at Date
(1)	(2)	(3)	(4)
Total Disbursement Authorities Received	0.00	3,165,175.40	3,165,175.40
NCA	0.00	2,790,000.00	2,790,000.00
NTA	0.00	0.00	0.00
Working Fund	0.00	0.00	0.00
TRA	0.00	375,175.40	375,175.40
CDC	0.00	0.00	0.00
NCAA	0.00	0.00	0.00
Less: Notice of Transfer of Allocations (NTA)* issued	0.00	0.00	0.00
Total Disbursement Authorities Available	0.00	3,165,175.40	3,165,175.40
Less:	0.00	0.00	0.00
Lapsed NCA	0.00	0.00	0.00
Disbursements	0.00	2,709,866.57	2,709,866.57
Less: Other Non-Cash Disbursements	0.00	0.00	0.00
Disbursements effected through outright deductions from claims	0.00	0.00	0.00
ayment of expenses(e.g. personnel benefits)	0.00	0.00	0.00
ion for loss of government property	0.00	0.00	0.00
ted damages and similar claims	0.00	0.00	0.00
others (e.g. TEF, BTr, Docs Stamp, etc.)	0.00	0.00	0.00
Add/Less: Adjustments (e.g. cancelled/staled checks)	0.00	0.00	0.00
Balance of Disbursement Authorities as at date	0.00	455,308.83	455,308.83
Total Disbursements Program	0.00	3,165,175.40	3,165,175.40
Less: *Actual Disbursements	0.00	2,709,866.57	2,709,866.57
(Over)/Under spending	0.00	455,308.83	455,308.83

Notes: * The use of NTA is discouraged
Notes: ** Amounts should tally with the grand total disbursement (column 27).

Prepared by:

DELFIN P. AQUINO
Administrative Assistant II
Date: 01/20/2025

Certified Correct:

ARMAND C. MAURICIO
Accountant III
Date: 01/20/2025

Approved By:

REYMUNDO D.J. DE GUZMAN, JR.
Chairperson
Date: 01/20/2025

This report was generated using the Unified Reporting System on February 20, 2025 9:42 AM; Status : SUBMITTED

DEPARTMENT OF TRANSPORTATION
OFFICE OF TRANSPORTATION COOPERATIVES
Status of NCA Utilization/Disbursements
Regular Agency Fund
As of JANUARY 31, 2025

Annex B

DISBURSEMENT AUTHORITY	MONTHLY DISBURSEMENT PROGRAM FY 2025		DISBURSEMENT AUTHORITIES RECEIVED/ ISSUED	ACTUAL DISBURSEMENT				DISBURSMENT	DISBURSMENT	REMARKS
				As of JANUARY 31, 2025						
	Full Year	Jan-25		PS	MOOE	CO	TOTAL	RATE (In %)	RATE (In %)	
	(a)	(b)	(c)	(d)	(e)	(f)	(g=d+e+f)	(i=g/c)	(i=g/b)	
Notice of Cash Allocation (NCA) for:	45,004,236.55	2,790,000.00	2,790,000.00	1,865,056.77	469,634.40	-	2,334,691.17	83.68%	83.68%	
-Current Year New Appropriation	37,382,000.00	2,790,000.00	2,790,000.00	1,850,444.80	39,000.00	-	1,889,444.80			
-Prior Year's AP	14,611.97			14,611.97	-	-	14,611.97			Payment of GSIS Premium for CY 2024.
-Continuing Appropriations	7,607,624.58			-	430,634.40	-	430,634.40			
Tax remittance Advice - Current year	2,092,000.00	161,000.00	375,175.40	147,383.77	40,961.28	186,830.35	375,175.40			
-Current Year New Appropriation	2,092,000.00	161,000.00	147,383.77	147,383.77	-	-	147,383.77			
-Prior Year's AP			186,830.35	-	-	186,830.35	186,830.35			
-Continuing Appropriations			40,961.28	-	40,961.28	-	40,961.28			
Grand Total	47,096,236.55	2,951,000.00	3,165,175.40	2,012,440.54	510,595.68	186,830.35	2,709,866.57	85.62%		

CERTFIED CORRECT:

ARMAND C. MAURICIO
ACCOUNTANT III
Date: FEBRUARY 20, 2025

APPROVED BY:

REYMUNDO D.S. DE GUZMAN, JR.
Chairperson
Date: FEBRUARY 20, 2025