



Republic of the Philippines
Santa Rosa (NE) Water District

Santa Rosa – Fort Magsaysay Road, Brgy. Rizal, Santa Rosa, Nueva Ecija

(044) 940 – 6800; (044) 940 – 0142;

E-mail Address: srwd@santarosawater.gov.ph



November 22, 2018

MS. CARMELITA R. ALVAREZ

Supervising Auditor
Commission on Audit
Regional Office III
City of San Fernando, Pampanga

Dear Auditor Alvarez;

Pursuant to Local Water Utilities Administration (LWUA) and Department of Budget and Management (DBM) Joint Memorandum Circular No. 2018-01 re: Guidelines on the Grant of Fiscal Year 2018 Performance Based Bonus (PBB) for Local Water Districts (LWDs) issued pursuant to Executive Order No. 80 and Memorandum Circular No. 2018-1, we are transmitting herewith the Santa Rosa (NE) Water District's Report of Ageing of Cash Advances as of November 15, 2018 verified by Ms. Loida M. Salenga, State Auditor IV.

For your record and reference.

Thank you very much.

Very truly yours,

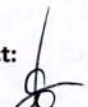

ENGR. JOEL FELIX H. BERNARDO
General Manager

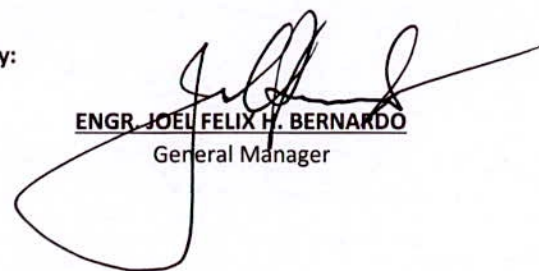
**Report on Ageing of Cash Advances
Schedule of Advances to Officers and Employees
As of November 15, 2018**

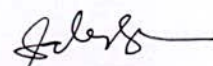
Agency Name: SANTA ROSA (NE) WATER DISTRICT
Agency Code: _____

Book No.: _____
Account Title: _____
Account Code: _____

Name	Date CA granted	Particulars	Reference	Total Amount	Amount Due				Remarks (State date of liquidation and reason why if liquidated after cut-off date)
					Less than 30 days	31-60 days	61-365 days	Over 1 year	
A. Advances for Special Purpose									
1. Local Travel									
2. Foreign Travel									
3. Special Activities/Projects									
A. Advances to Regular	** NO UNLIQUIDATED CASH ADVANCE AS OF NOVEMBER 15, 2018**								
Disbursing Officers									
1. Payroll									
2. Seminar/Conference Expenses									
TOTALS:									

Certified Correct: 
VICTORIA N. MARIANO
Head, Accounting Office

Approved by: 
ENGR. JOEL FELIX H. BERNARDO
General Manager

Verified by: 
LOIDA M. SALENGA
COA Audit Team Leader

Date Submitted: _____

Note: This Report of Ageing of Cash Advances shall be submitted by the Agency directly to COA. COA Shall report to the IATF of the Agency's compliance with the Ageing of Cash Advances Good Governance condition upon their receipt of the report.