

SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES
As of 31 March 2020

GOCC Name: AFP Retirement & Separation Benefits System
Agency Code:


Book No:
Account Title Advances to Operating Expenses
Account Code 118103

Name	Particulars	Processed Date	Reference	Total Amount	Amount Due				Remarks
					Less Than 30 days	31-60 days	61-365 days	Over 1 year	
A. Advances for Special Purposes									
	1. Local Travel								
	2. Foreign Travel								
	3. Special Activities/Projects								
B. Advances to Regular Disbursing Officers									
	1. Payroll								
	2. Seminar/Conference								
	3. Expenses								
MELITA TAN	Cash Advance for the monthly Divisional Allowance for the month of March 2020	3/16/2020	NI 178575	44,800.00	44,800.00				
TOTAL				44,800.00	44,800.00				

Certified Correct



Lilia S Tacorda
Head, AD

Noted by:


Norman C Legaspi
President/CEO

Submitted by

Abegail V Padilla
Supervising Auditor

AFP- RETIREMENT AND SEPARATION BENEFITS SYSTEM
Camp General Emilio Aguinaldo, Quezon City

List of Officials and Employees With Outstanding Cash Advances of P50,000.00 and above Aged 30 Days
Or Over From Due Date of Liquidation per COA Circular no. 97-002 and Status of Submission of Required Documents
Per COA Memorandum No. 2004-14
For the Quarter Ended 31 March 2020

No.	Name/Designation	Amount	Date of Cash Advance	Status of Submission of Following Documents (Pls. Check)							Remarks
				Purpose of Cash advance	Statement of Cash Advance	Demand Letter	Certified Copy of Voucher	Certified Copy of Paid Check	Narrative Report		
				NO TRANSACTION							

Prepared by


KEITH LEIGH ANNA GUERRERO

Certified Correct:


ANGEL GAGANG

Approved by:


LILIA S. TACORDA


SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES
As of 30 June 2020

GOCC Name: AFP Retirement & Separation Benefits System
Agency Code:

Book No:
Account Title Advances to Operating Expenses
Account Cod: 118103

Name	Particulars	Date	Reference	Total Amount	Amount Due				Remarks
					Less Than 30 days	31-60 days	61-365 days	Over 1 year	
A. Advances for Special Purposes									
1. Local Travel									
2. Foreign Travel									
3. Special Activities/Projects									
B. Advances to Regular Disbursing Officers									
1. Payroll									
2. Seminar/Conference									
3. Expenses									
MELITA TAN	Cash advance for the monthly Divisional Allowance for the month of June 2020.	6/19/2020	NI 183169	44,800.00	44,800.00				
RICHARD E DE MESA	Cash advance for the annual registration and other fees of service Motorcycle Yamaha Mio Soul w/ Plate No. NC-11163.	6/15/2020	NI 182238	2,000.00	2,000.00				
MSG VICENTE C MONTENEGRO JR	Cash advance for the annual registration and other fees of service vehicle Toyota Avanza w/ Plate No. TWI-265.	6/22/2020	NI 182248	5,000.00	5,000.00				
TOTAL				51,800.00	51,800.00	-	-	-	

Certified Correct:



Lilia S Tacorda
Head, AD

Noted by:



Norman C Legaspi
President/CEO

Submitted by:

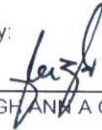
Abegail V Padilla
Supervising Auditor

AFP- RETIREMENT AND SEPARATION BENEFITS SYSTEM
Camp General Emilio Aguinaldo, Quezon City

**List of Officials and Employees With Outstanding Cash Advances of P50,000.00 and above Aged 30 Days
Or Over From Due Date of Liquidation per COA Circular no. 97-002 and Status of Submission of Required Documents**
Per COA Memorandum No. 2004-14
For the Quarter Ended 30 June 2020

Status of Submission of Following Documents (Pls. Check)										
No.	Name/Designation	Amount	Date of Cash Advance	Purpose of Cash advance	Statement of Cash Advance	Demand Letter	Certified Copy of Voucher	Certified Copy of Paid Check	Narrative Report	Remarks
				NO TRANSACTION						

Prepared by:



KEITH LEIGH ANN A GUERRERO

Certified Correct:



ANGEL G GAGANG

Approved by:

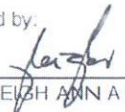
LILIA S. TACORDA

AFP- RETIREMENT AND SEPARATION BENEFITS SYSTEM
Camp General Emilio Aguinaldo, Quezon City

**List of Officials and Employees With Outstanding Cash Advances of P50,000.00 and above Aged 30 Days
Or Over From Due Date of Liquidation per COA Circular no. 97-002 and Status of Submission of Required Documents**
Per COA Memorandum No. 2004-14
For the Quarter Ended 30 September 2020

Status of Submission of Following Documents (Pls. Check)										
No.	Name/Designation	Amount	Date of Cash Advance	Purpose of Cash advance	Statement of Cash Advance	Demand Letter	Certified Copy of Voucher	Certified Copy of Paid Check	Narrative Report	Remarks
1	FRANCISCO D AGUBA JR	85,000.00	9/21/2020	Cash advance to defray expenses for the solicitation of Proxy of RGCI Shareholders.						Activity Date: 21 November 2020
2	MELITA TAN	89,600.00	9/22/2020	Cash advance for the monthly Divisional Allowance for the months of August and September 2020.						Activity Date: 30 September 2020
3	RAMRO TOLENTINO CRUZ	100,000.00	9/28/2020	Cash advance for the publication of Invitation to Bid for the sale of St. Michael International Tower via public bidding.						Activity Date: 05 October 2020
4	CARNA M ANGUSTIA	150,000.00	8/3/2020	Cash advance for the Publication of Invitation to Bid for the sale of St Michael International Tower via Public Bidding.						with Notice of Unliquidated Cash Advance dated 15 September 2020, with Request for Notice of Extension

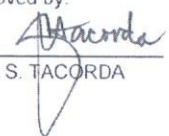
Prepared by:


KEITH LEIGH ANN A GUERRERO

Certified Correct:


ANGEL GAGANG

Approved by:


LILIA S. TACORDA

SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES
As of 30 September 2020

GCCC Name: AFP Retirement & Separation Benefits System
Agency Code:

Book No:
Account Title: Advances to Operating Expenses
Account Code: 118103

Name	Particulars	Date	Reference	Total Amount	Amount Due				Remarks
					Less Than 30 days	31-60 days	61-365 days	Over 1 year	
A. Advances for Special Purposes									
1. Local Travel									
2. Foreign Travel									
3. Special Activities/Projects									
B. Advances to Regular Disbursing Officers									
1. Payroll									
2. Seminar/Conference									
3. Expenses									
FRANCISCO D AGUBA JR	Cash advance to defray expenses for the solicitation of Proxy of RGC Shareholders	9/21/2020	NI 191582	85,000.00	85,000.00				Activity Date: 21 November 2020
MELITA TAN	Cash advance for the monthly Divisional Allowance for the months of August and September 2020.	9/22/2020	NI 192174	89,600.00	89,600.00				Activity Date: 30 September 2020
MSG VICENTE C. MONTENEGRO JR	Cash advance for the annual registration and other fees of service vehicle Toyota Avanza w/ Plate Nos. TID-328 and TID-278.	9/28/2020	NI 191909	10,000.00	10,000.00				Activity Date: 05 October 2020
RAMIRO TOLENTINO CRUZ	Cash advance for the publication of Invitation to Bid for the sale of St. Michael International Tower via public bidding.	9/28/2020	NI 192892	100,000.00	100,000.00				Activity Date: 05 October 2020
CARINA M. ANGUSTIA	Cash advance for the Publication of Invitation to Bid for the sale of St Michael International Tower via Public Bidding.	8/3/2020	NI 188799	150,000.00			150,000.00		with Notice of Unliquidated Cash Advance dated 15 September 2020; with Request for Notice of Extension
TOTAL				434,600.00	284,600.00	-	150,000.00	-	

Certified Correct:


Lilia S Tacorda
Head, AD

Noted by:


Norman C Degaspi
President/CEO

Submitted by:


Abegail V Padilla
Supervising Auditor


SCHEDULE OF ADVANCES TO OFFICERS AND EMPLOYEES
As of 31 December 2020

GOCC Name: AFP Retirement & Separation Benefits System
Agency Code:

Book No:
Account Title Advances to Operating Expenses
Account Code: 118103

Name	Particulars	Date	Reference	Total Amount	Amount Due				Remarks
					Less Than 30 days	31-60 days	61-365 days	Over 1 year	
A. Advances for Special Purposes									
1. Local Travel									
2. Foreign Travel									
3. Special Activities/Projects									
B. Advances to Regular Disbursing Officers									
1. Payroll									
2. Seminar/Conference									
3. Expenses									
MELITA TAN	Cash advance for the monthly Divisional Allowance for the month of October & November 2020	10/29/2020	NI 196862	89,600.00		89,600.00			with Notice of Unliquidated Cash Advance dated 16 December 2020
MARIA GRACITA CAPALUNGAN GARCIA	Cash Advance for the procurement of Basket of Goodies and Contingency Fund.	12/9/2020	NI 199449	74,500.00	74,500.00				To be liquidated on or before 29 December 2020
ANGEL GARING AGANG	Cash advance for AFPRSBS' Christmas Celebration 2020.	12/16/2020	NI 201013	246,500.00	246,500.00				Activity Date: 21 December 2020
TOTAL				410,600.00	321,000.00	89,600.00	-	-	

Certified Correct:



Lilia S Tacorda
Head, AD

Noted by:



Norman C Legaspi
President/CEO

Submitted by:

Cynthia S Vergara
Supervising Auditor

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Camp General Emilio Aguinaldo, Quezon City

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Status of Submission of Following Documents (Pls. Check)										
No.	Name/Designation	Amount	Date of Cash Advance	Purpose of Cash advance	Statement of Cash Advance	Demand Letter	Certified Copy of Voucher	Certified Copy of Paid Check	Narrative Report	Remarks
1	MELITA TAN	89,600.00	10/29/2020	Cash advance for the monthly Divisional Allowance for the month of October & November 2020						with Notice of Unliquidated Cash Advance dated 16 December 2020
2	MARIA GRACITA CAPALUNGAN GARCIA	74,500.00	12/9/2020	Cash Advance for the procurement of Basket of Goodies and Contingency Fund.						To be liquidated on or before 29 December 2020
3	ANGEL GARING AGANG	246,500.00	12/16/2020	Cash advance for AFPRSBS' Christmas Celebration 2020.						Activity Date: 21 December 2020

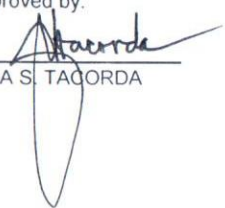
Prepared by:


KEITH LEIGH ANNA GUERRERO

Certified Correct:


ANGEL GARING AGANG

Approved by:


LILIA S. TACORDA