

SUMMARY REPORT OF DISBURSEMENTS

For the Quarter Ending March 31, 2014

In Pesos

Department : DEPARTMENT OF LABOR AND EMPLOYMENT  
 Agency/Operating Unit :  
 Region/Province/City : REGION 10, CAGAYAN DE ORO CITY  
 Fund : 101

PARTICULARS (1)	CURRENT YEAR BUDGET				PRIOR YEAR'S BUDGET				PRIOR YEARS' 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	
<b>FIRST QUARTER</b>																							
Notice of Cash Allocation																							
MDS Checks Issued	8,803,564.91	28,552,222.42		37,355,787.33					25,983.79	8,917,418.66		8,943,402.45	46,299,189.78						8,829,548.70	37,469,641.08		46,299,189.78	
Advice to Debit Account																							
Tax Remittance Advices Issued	1,070,180.54	127,830.63		1,198,011.17					7,332.17	127,502.19		134,834.36	1,332,845.53						1,077,512.71	255,332.82		1,332,845.53	
Cash Disbursement Ceiling																							
Notice of Transfer of Allocation		263,920.00		263,920.00									263,920.00									263,920.00	
<b>TOTAL</b>	<b>9,873,745.45</b>	<b>28,943,973.05</b>	<b>-</b>	<b>38,817,718.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>33,315.96</b>	<b>9,044,920.85</b>	<b>-</b>	<b>9,078,236.81</b>	<b>47,895,955.31</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,907,061.41</b>	<b>37,988,893.90</b>	<b>-</b>	<b>47,895,955.31</b>	
<b>SECOND QUARTER</b>																							
Notice of Cash Allocation																							
MDS Checks Issued																							
Advice to Debit Account																							
Tax Remittance Advices Issued																							
Cash Disbursement Ceiling																							
Non-Cash Availment Authority																							
<b>TOTAL</b>																							
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<b>TOTAL</b>																							
<b>GRAND TOTAL</b>	<b>9,873,745.45</b>	<b>28,943,973.05</b>	<b>-</b>	<b>38,817,718.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>33,315.96</b>	<b>9,044,920.85</b>	<b>-</b>	<b>9,078,236.81</b>	<b>47,895,955.31</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,907,061.41</b>	<b>37,988,893.90</b>	<b>-</b>	<b>47,895,955.31</b>	

Certified Correct:

Certified Correct:

\_\_\_\_\_  
 AKISA L. GURO  
 Budget Officer  
 Date: \_\_\_\_\_

\_\_\_\_\_  
 LUZ C. GAA  
 Chief Accountant  
 Date: \_\_\_\_\_

Approved By:

\_\_\_\_\_  
 RAYMUNDO AGRAVANTE  
 Regional Director  
 Date: \_\_\_\_\_

INSTRUCTIONS

- The Summary Report of Disbursements shall:
  - Reflect **all the authorized disbursements** of the agency/OU by type and by allotment class, showing the totals by quarter.  
 For highly decentralized departments (such as DepEd, DPWH, DA etc.) their lowest operating units (provincial/division/district/field offices) shall submit a copy of their reports to the Regional Office (RO) for consolidation. Subsequently, the RO shall prepare a consolidated report (RO and OUs under its coverage) and submit the same to
  - Prepared by the Chief Accountant/Head of Accounting Unit and approved by Head of Agency/Authorized Representative.
  - Submitted to the Government Accountancy Sector, Commission on Audit (copy furnished the Audit Team Leader) and the Department of Budget and Management (DBM).  
 In submitting their reports to DBM, agencies and OUs under the coverage of DBM Central Office (CO) shall submit their reports directly to the Budget and Management Bureau (BMB) concerned. In the case however of DepEd, DOH, DPWH, TESDA, SUCs and CHED, their ROs and lowest OUs shall submit their reports directly to the DBM RO
  - Due for submission to COA-GAS and DBM within 30 days after the end of the quarter.
- Columns 1 to 9 shall reflect the following information:
 

**Column 1** - type of disbursement authorities and corresponding disbursements made during the quarter covered by the report.

  - Disbursements against the Notice of Cash Allocations/Notice of Transfer of Allocations broken down into:
    - \* MDS Checks issued for authorized disbursements charged against the current year and prior year's budget (agency regular requirements, RLIP, Special Purpose Funds) as well as trust liabilities.
    - \* Advices to Debit Account for authorizations by the agencies/OUs to the MDS-Servicing Banks to directly credit payment to the external creditors' accounts (included in the List of Due and Demandable A/Ps chargeable against the NCAs of departments/agencies covered by the Direct Payment System for A/Ps.
  - Tax Remittance Advices for remittance of taxes withheld.

**SUMMARY REPORT OF DISBURSEMENTS**

For the Quarter Ending June 30, 2014  
In Pesos

Department : DEPARTMENT OF LABOR AND EMPLOYMENT  
Agency/Operating Unit :  
Region/Province/City : REGION 10, CAGAYAN DE ORO CITY  
Fund : 101

PARTICULARS (1)	CURRENT YEAR BUDGET				PRIOR YEAR'S BUDGET				PRIOR YEARS' 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	
<b>FIRST QUARTER</b>																							
Notice of Cash Allocation																							
MDS Checks Issued	8,803,564.91	28,552,222.42		37,355,787.33					25,983.79	8,917,418.66		8,943,402.45	46,299,189.78						8,829,548.70	37,469,641.08		46,299,189.78	
Advice to Debit Account																							
Tax Remittance Advices Issued	1,070,180.54	127,830.63		1,198,011.17					7,332.17	127,502.19		134,834.36	1,332,845.53						1,077,512.71	255,332.82		1,332,845.53	
Cash Disbursement Ceiling																							
Notice of Transfer of Allocation		263,920.00		263,920.00									263,920.00						-	263,920.00		263,920.00	
<b>TOTAL</b>	<b>9,873,745.45</b>	<b>28,943,973.05</b>	<b>-</b>	<b>38,817,718.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>33,315.96</b>	<b>9,044,920.85</b>	<b>-</b>	<b>9,078,236.81</b>	<b>47,895,955.31</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,907,061.41</b>	<b>37,988,893.90</b>	<b>-</b>	<b>47,895,955.31</b>	
<b>SECOND QUARTER</b>																							
Notice of Cash Allocation																							
MDS Checks Issued	9,602,363.03	32,119,393.14		41,721,756.17								528,223.68	528,223.68	42,249,979.85					9,602,363.03	32,647,616.82		42,249,979.85	
Advice to Debit Account																							
Tax Remittance Advices Issued	1,097,405.11	209,589.54		1,306,994.65									1,306,994.65						1,097,405.11	209,589.54		1,306,994.65	
Cash Disbursement Ceiling																							
Notice of Transfer of Allocation		1,342,537.90		1,342,537.90									1,342,537.90						-	1,342,537.90		1,342,537.90	
<b>TOTAL</b>	<b>10,699,768.14</b>	<b>33,671,520.58</b>	<b>-</b>	<b>44,371,288.72</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>528,223.68</b>	<b>-</b>	<b>528,223.68</b>	<b>44,899,512.40</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,699,768.14</b>	<b>34,199,744.26</b>	<b>-</b>	<b>44,899,512.40</b>	
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<b>TOTAL</b>																							
<b>GRAND TOTAL</b>	<b>20,573,513.59</b>	<b>62,615,493.63</b>	<b>-</b>	<b>83,189,007.22</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>33,315.96</b>	<b>9,573,144.53</b>	<b>-</b>	<b>9,606,460.49</b>	<b>92,795,467.71</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,606,829.55</b>	<b>72,188,638.16</b>	<b>-</b>	<b>92,795,467.71</b>	

Certified Correct:

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**AKISA L. GURO**  
Budget Officer

**LUZ C. GAA**  
Chief Accountant

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved By:

**RAYMUNDO AGRAVANTE**  
Regional Director

Date: \_\_\_\_\_

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