

**BATAC WATER DISTRICT**  
**Ageing of Cash Advance Liquidation Report - SDO**  
**For the Period October 01, 2020 to December 31, 2020**

Name	Balance as of Sept. 30, 2020	Cash Advances Granted	Settled		Balance as of Dec. 31, 2020	Date of CA Granted	Reference DV NO.	Particulars	Amount Due				Remarks
			Prior years	Current year					Less than 30 days	31-60 days	61-365 days	Over 1 year	
Maria Dohna D. Sagun	0	1,100.00		1,100.00	0	10/02/2020	20-10-0255	CA for the Cell Card allowance of the GM & staff for October 2020.	1,100.00				Fully liquidated on October 02. 2020
Maria Dohna D. Sagun	0	1,512.00		1,512.00	0	10/07/2020	20-10-0260	For the transportation, communication & meals of the BOD - 10/08/2020 regular meeting	1,512.00				Fully liquidated on October 08, 2020
Maria Dohna D. Sagun	0	12,000.00		12,000.00	0	10/15/2020	20-10-0268	For the expenses to be incurred during the CGB's "Hallowheels" Trick or Treat Activity	12,000.00				Fully liquidated on October 29, 2020
Maria Dohna D. Sagun	0	1,512.00		1,512.00	0	10/21/2020	20-10-0274	For the transportation, communication & meals of the BOD - 10/22/2020 special meeting	1,512.00				Fully liquidated on October 22, 2020
Maria Dohna D. Sagun	0	1,100.00		1,100.00	0	11/02/2020	20-11-0282	CA for the Cell Card allowance of the GM & staff for November 2020	1,100.00				Fully liquidated on November 02. 2020
Maria Dohna D. Sagun	0	1,872.00		1,872.00	0	11/19/2020	20-11-0298	For the transportation, communication & meals of the BOD - 11/20/2020 special meeting	1,872.00				Fully liquidated on November 20, 2020
Maria Dohna D. Sagun	0	1,100.00		1,100.00	0	12/01/2020	20-12-0306	CA for the Cell Card allowance of the GM & staff for December 2020	1,100.00				Fully liquidated on December 01, 2020

Name	Balance as of Sept. 30, 2020	Cash Advances Granted	Settled		Balance as of Dec. 31, 2020	Date of CA Granted	Reference DV NO.	Particulars	Amount Due				Remarks
			Prior years	Current year					Less than 30 days	31-60 days	61-365 days	Over 1 year	
Maria Dohna D. Sagun	0	50,000.00		50,000.00	0	12/11/2020	20-12-0310	CA for the Christmas gift packs for the BWD officers, employees, and business partners.	50,000.00				Fully liquidated on December 28, 2020
Maria Dohna D. Sagun	0	1,872.00		1,872.00	0	12/16/2020	20-12-0320	For the transportation, communication & meals of the BOD - 12/17/2020 special meeting	1,872.00				Fully liquidated on December 18, 2020

CERTIFIED CORRECT:

APPROVED BY:

**MAIZEL MAIA V. CASTRO**

Sr. Accounting Processor A

**MARIA DOHNA D. SAGUN**

General Manager

VERIFIED BY:

Date Submitted:

**GRACELYN F. YAPO**

COA Resident Auditor

December 29, 2020