



Muñoz Water District

Bayuga St., Science City of Muñoz, Nueva Ecija
Tel. No. (044) 456-0599 Fax no. (044) 456-5063
E-mail: munozwaterdistrict@yahoo.com

October 08, 2015

ARMANDO EJ. VERON
State Auditor IV
Audit Team Leader
Water Districts Audit Group
Nueva Ecija & Aurora Provinces


Dear Sir:

Respectfully submitting the Monthly Progress Report on Settlement of Cash Advances of MWD officers & employees for the months of July 2015 to September 2015. Attached herewith are the original copies of Liquidation Reports, Journal Entry Vouchers and other supporting documents for validation purposes.

Thank you & best regards!

Very truly yours,


Engr. ROGELIO L. MIGUEL
General Manager

Received by:


MUNOZ WATER DISTRICT
Summary Monthly Progress Report on the Settlement of Cash Advances
For the Month of September 2015

CASH ADVANCES MONITORED - CURRENT MONTH

C u r r e n t M o n t h								
Name of Accountable Officer	Position	Unliquidated Cash Advance Beginning Balance Last Month	Cash Advances Granted for the Month	Total Cash Advances Balances for the Month	Liquidations Made During The Month	Unliquidated Cash Advance Beginning Balance This Month	No. of Demand Letters Sent by the Accountant	Remarks
		Amount	Amount	Amount	Amount	Amount		
None								
Total		-	-	-	-	-		

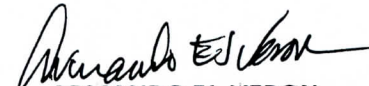
Prepared by:


ROBERTO S. VENERACION
SR Corp. Account Analyst

Noted by:


Engr. ROGELIO L. MIGUEL
General Manager


Verified by:



ARMANDO E. VERON
State Auditor IV
Audit Team Leader

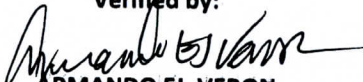
MUNOZ WATER DISTRICT
Monthly Progress Report on the Settlement of Cash Advances
Per Accountable Officer
For the Month of September 2015

CASH ADVANCES MONITORED - CURRENT MONTH

C u r r e n t M o n t h																						
Name of AO	Unliquidated Cash Advance Beginning Balance				Cash Advances Granted During the Month				Total Cash Advances Balances			Liquidations during the Month							Unliquidated Cash Advance Ending Balance			Remarks
	Date Granted	Ref	Purpose	Amount	Date Granted	Ref	Purpose	Amount	Date Granted	Ref	Amount	Details of Liquidation			Details of Refund				Total Amount	Date Granted	Ref	
												Date Liquidated	Ref	Amount	OR No.	OR Date	Amount					
None				-							-											
Total				-							-											

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For the Month of August 2015

CASH ADVANCES MONITORED - CURRENT MONTH

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		Amount	Amount	Amount	Amount	Amount		
Engr. ROGELIO L. MIGUEL	General manager	-	27,000.00	27,000.00	27,000.00	-		
Total		-	27,000.00	27,000.00	27,000.00	-		

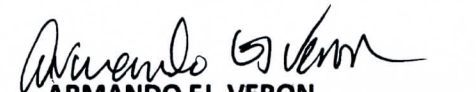
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 General Manager

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 Audit Team Leader
Subject to post-audit

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Per Accountable Officer
For the Month of August 2015

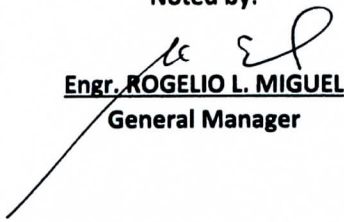
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Name of AO	Unliquidated Cash Advance Beginning Balance				Cash Advances Granted During the Month				Total Cash Advances Balances			Liquidations during the Month						Unliquidated Cash Advance Ending Balance			Remarks	
	Date Granted	Ref	Purpose	Amount	Date Granted	Ref	Purpose	Amount	Date Granted	Ref	Amount	Details of Liquidation			Details of Refund			Total Amount	Date Granted	Ref		Amount
												Date Liquidated	Ref	Amount	OR No.	OR Date	Amount					
Engr. ROGELIO L. MIGUEL					08/03/2015	DV#15-08-579	Travel to Manila	7,000.00	08/03/2015	DV#15-08-579	7,000.00	8/5/2015	LR#15-08-068	6,556.72	28342	8/7/2015	443.28	7,000.00				
Engr. ROGELIO L. MIGUEL					08/19/2015	DV#15-08-626	Travel to Manila	20,000.00	08/19/2015	DV#15-08-626	20,000.00	8/28/2015	LR#15-08-074	16,873.00	28450	8/28/2015	3,127.00	20,000.00				
Total								27,000.00			27,000.00							27,000.00				

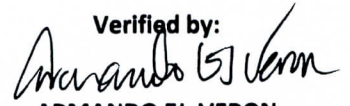
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		Amount	Amount	Amount	Amount	Amount		
Sonny B. Arandilla	Water Res. Dev't. Officer B	-	20,000.00	20,000.00	20,000.00	-		
Total		-	20,000.00	20,000.00	20,000.00	-		

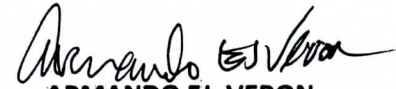
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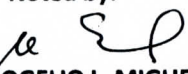

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Subject: to post-audit

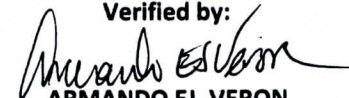
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Name of AO	Unliquidated Cash Advance Beginning Balance				Cash Advances Granted During the Month				Total Cash Advances Balances			Liquidations during the Month						Unliquidated Cash Advance Ending Balance			Remarks	
	Date Granted	Ref	Purpose	Amount	Date Granted	Ref	Purpose	Amount	Date Granted	Ref	Amount	Details of Liquidation			Details of Refund			Total Amount	Date Granted	Ref		Amount
												Date Liquidated	Ref	Amount	OR No.	OR Date	Amount					
Sonny B. Arandilla					07/27/2015	DV#15-07-564	Repair of CCTV Camera and DV Recorder	20,000.00	07/27/2015	DV#15-07-564	20,000.00	7/30/2015	LR#15-07-064	8,787.00	28282	7/30/2015	11,213.00	20,000.00				
Total								20,000.00			20,000.00							20,000.00				

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