



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

November 18, 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 month of October 2015 to November 15, 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

MUNOZ WATER DISTRICT
Summary Monthly Progress Report on the Settlement of Cash Advances
For period November 1-15, 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		
Total		-	-	-	-	-		

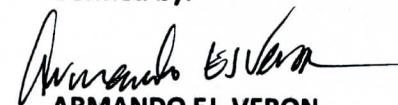
Prepared by:


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

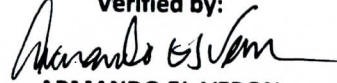
MUNOZ WATER DISTRICT
Monthly Progress Report on the Settlement of Cash Advances
Per Accountable Officer
For period November 1 -15, 2015

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					
Total																						

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 Sr. Corp. Account Analyst

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 General Manager

Verified by:

ARMANDO E.J. VERON
 State Auditor IV
 Audit Team Leader

MUNOZ WATER DISTRICT
Summary Monthly Progress Report on the Settlement of Cash Advances
For the Month of October 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		
Engr. ROGELIO L. MIGUEL	General Manager	-	20,000.00	20,000.00	20,000.00	-		
Total		-	20,000.00	20,000.00	20,000.00	-		

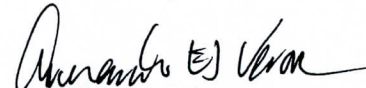
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ROBERTO B. VENERACION
SR Corp. Account Analyst

Noted by:


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General Manager

Verified by:


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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 October 2015

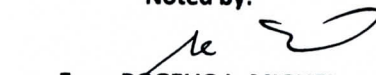
CASH ADVANCES MONITORED - CURRENT MONTH

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		Amount	
												Date Liquidated	Ref	Amount	OR No.	OR Date	Amount						
Engr. ROGELIO L. MIGUEL				-	21-Oct-15	DV#15-10-775	Travel to attend 2015 Philwater Conference	20,000.00	21-Oct-15	DV#15-10-775	20,000.00	27-Oct-2015	LR#15-10-093	12,512.00	28725 28728	26-Oct-15 27-Oct-15	6,028.00 1,460.00	7,488.00					
Total				-				20,000.00			20,000.00			-	12,512.00			7,488.00	20,000.00				

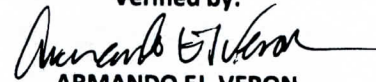
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