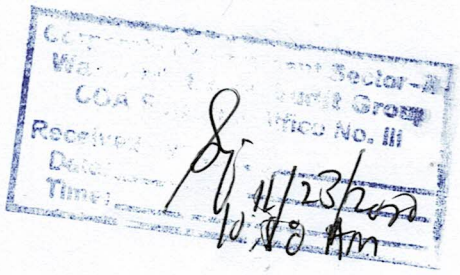
ORION WATER DISTRICT

November 23, 2020

Ms. PRISCILA R. ESGUERRA
State Auditor IV
OIC-Supervising Auditor
Water Districts Audit Group
Commission on Audit
Regional Government Center, Maimpis,
San Fernando City, Pampanga 2000



Thru: **Ms. Josephine Santos**
Audit Team Leader

Dear Madam:

Greetings!

We hereby submit ORIWAD's Report on Ageing of Cash Advance and Cash Advance Report with outstanding balance of fifty thousand pesos (P50,000) and above as of November 15, 2020 for your appropriate action.

Kindly acknowledge receipt.

Thank you and our best regards.

Very truly yours,

CRISPIN Q. TRIA
General Manager

Lati,Orion, Bataan
TelFax# (047) 240-4335; e-mail orionwaterdistrict@yahoo.com; website: orionwaterdistrict.gov.ph

ORION WATER DISTRICT

REPORT ON AGEING OF CASH ADVANCE
Schedule of Advances to Officers and Employees
As of November 15, 2020

No.	Name/Designation	Purpose of Cash Advance	Date of Cash Advance	Check#	Total Amount	Less than 30 Days	31 - 60 days	61 - 365 days	Over 1 year	Remarks
1	Cash Advance for Local Travel	NONE	n/a	n/a	-	-	-	-	-	
2	Cash Advance for Foreign Travel	NONE	n/a	n/a	-	-	-	-	-	
3	Cash Advance for Special Purpose	NONE	n/a	n/a	-	-	-	-	-	

Certified Correct:

Lilibeth F. Calderon
Senior Internal Control Officer B

Noted by:

Crispin Q. Tria
General Manager

Verified by:

Josephine E. Santos
Audit Team Leader

Orion Water District
Province of Bataan

List of Officials and Employees With Outstanding Cash Advances of P50,000.00 and Above Aged 30 Days or Over or Over from Due Date of Liquidation per COA Circular No. 97-002 and Status of Submission of Required Documents per COA Memorandum No. 2004-014

As of November 15, 2020

No.	Name	Designation	Amount	Date of Cash Advance	Purpose of Cash Advances	Status of Submission of Following Documents (Pls. Check)					
						Statement of Cash Advance/ Liquidation	Demand Letter	Certified Copy of Voucher	Certified Copy of Paid Check	Narrative Report	Remarks
1	NONE										
2											
3											

Certified Correct:

Lilibeth F. Calderon
Senior Internal Control Officer B

Noted by:

Crispin Q. Tria
General Manager

Verified by:

Josephine E. Santos
Audit Team Leader