

Republic of the Philippines  
**TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY - RD2**  
 Cagig, Tuguegarao City, Cagayan

**MONITORING AND AGING OF CASH ADVANCES**  
 As of the quarter ending September 30, 2026

| NAME OF ACCOUNTABLE OFFICER                         | Operating Unit | FUND    | Beginning Balance<br>as of January 1 | Adjustments |              | Adjusted Beginning<br>Balance | Amounts Granted | Date Granted | Particulars | Liquidations During the Year |            | Ending Balance as<br>of September 30,<br>2026 | Date Liquidated | % of<br>Liquidation | No. of<br>Demand<br>Letter Sent | Unliquidated Cash<br>Advances Referred to<br>CMB/CSC | Remarks | AGING OF CASH ADVANCES |            |             |             |                 |                             |
|-----------------------------------------------------|----------------|---------|--------------------------------------|-------------|--------------|-------------------------------|-----------------|--------------|-------------|------------------------------|------------|-----------------------------------------------|-----------------|---------------------|---------------------------------|------------------------------------------------------|---------|------------------------|------------|-------------|-------------|-----------------|-----------------------------|
|                                                     |                |         |                                      | Grants      | Liquidations |                               |                 |              |             | PY Advance                   | CY Advance |                                               |                 |                     |                                 |                                                      |         | CURRENT                |            |             |             | PAID DUE        |                             |
|                                                     |                |         |                                      |             |              |                               |                 |              |             |                              |            |                                               |                 |                     |                                 |                                                      |         | Less than 30<br>days   | 31-60 days | 61-365 days | Over 1 year | Over 2<br>years | Over 3<br>years and<br>over |
| Due from Officers and Employees<br>(1 03 05 020 00) |                |         |                                      |             |              |                               |                 |              |             |                              |            |                                               |                 |                     |                                 |                                                      |         |                        |            |             |             |                 |                             |
| None as of March 31, 2026                           | API            | SSP/101 |                                      |             |              |                               |                 |              |             |                              |            | -                                             |                 | #DIV/0!             |                                 |                                                      |         |                        |            |             |             |                 |                             |
| None as of June 30, 2026                            | API            | SSP/101 |                                      |             |              |                               |                 |              |             |                              |            | -                                             |                 | #DIV/0!             |                                 |                                                      |         |                        |            |             |             |                 |                             |
| None as of September 30, 2026                       | API            | SSP/101 |                                      |             |              |                               |                 |              |             |                              |            | -                                             |                 | #DIV/0!             |                                 |                                                      |         |                        |            |             |             |                 |                             |
| ***NOTHING FOLLOWS***                               |                |         |                                      |             |              |                               |                 |              |             |                              |            |                                               |                 |                     |                                 |                                                      |         |                        |            |             |             |                 |                             |
|                                                     |                |         |                                      |             |              |                               |                 |              |             |                              |            |                                               |                 |                     |                                 |                                                      |         |                        |            |             |             |                 |                             |
|                                                     |                |         |                                      |             |              |                               |                 |              |             |                              |            | -                                             |                 | #DIV/0!             |                                 |                                                      |         |                        |            |             |             |                 |                             |
| Sub-Total Due from Officers and<br>Employees        |                |         | -                                    | -           | -            | -                             | -               |              |             |                              | -          |                                               |                 | #DIV/0!             |                                 | -                                                    |         | -                      | -          | -           | -           | -               |                             |

Prepared by:

  
 RAZELYN G. MACABANGAN  
 Administrative Support Staff

Certified Correct:

  
 JUANITO G. DOMINGO  
 Administrative Officer IV

Please take note of the following reglementary period for liquidation of cash advances:

- Travel
  - Local- within thirty (30) days after return to permanent official station;
  - Foreign- within sixty (60) days after return to the Philippines;
- Petty Operating Expenses and Field Operating Expenses - within twenty
- Salaries, Wages, etc. - within five (5) days after each fifteen (15) day/end of the month period or within 5 days after each payroll period.
- Special purpose - as soon as the purpose of the cash advance has been served.