

QUARTERLY PHYSICAL REPORT OF OPERATION
As of December 31, 2016
(In Thousand Pesos)

Department _____
Agency _____
Operating Unit _____
Organization Code (UACS) _____

SUBIC BAY METROPOLITAN AUTHORITY

Current Year Appropriations
Supplemental Appropriations
Continuing Appropriations
Off-Budget Account

Particulars	UACS CODE	Physical Targets					Physical Accomplishments					Variance as of _____	Remarks
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total		
1	2	3	4	5	6	7=(3+4+5+6)	8	9	10	11	12=(8+9+10+11)	13	14
Part A													
I. Operations						N/A					N/A		
MFO 1 - [Description]													
Performance Indicator (Set 1)													
Quantity													
Quality													
Timeliness													
...continue down to the last Set of PIs													
...continue down to the last MFO													
II. Projects						N/A					N/A		
Target 1													
Target 2													
... continue down to the last target													
... continue down to the last project													
III. Automatic Appropriations						N/A					N/A		
Special Account in the General Fund (Please specify)													
MFO 1 - [Description]													
Performance Indicator (Set 1)													
... continue down to the last SAGF/MFO													



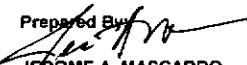
QUARTERLY PHYSICAL REPORT OF OPERATION
As of December 31, 2016
(In Thousand Pesos)

QUARTERLY PHYSICAL REPORT OF OPERATION
As of December 31, 2016
(In Thousand Pesos)


Department : _____
Agency : SUBIC BAY METROPOLITAN AUTHORITY
Operating Unit : _____
Organization Code (UACS) : _____

	Current Year Appropriations
	Supplemental Appropriations
	Continuing Appropriations
	Off-Budget Account

Particulars	UACS CODE	Physical Targets					Physical Accomplishments					Variance as of _____	Remarks
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total		
1	2	3	4	5	6	7=(3+4+5+6)	8	9	10	11	12=(8+9+10+11)	13	14
Part B													
Major Programs/Projects						N/A					N/A		
KRA No. 1 - Anti-Corruption, Transparent, Accountable and Participatory Governance													
Program Budgeting: Education Program													
MPP													
Target 1													
Target 2													
...													
Other Major Programs and Projects													
PAP													
Target 1													
Target 2													
...													
...continue down to the last PAP													
...continue down to the last Program Budgeting													
...continue down to the last KRA													

Prepared By: 
JEROME A. MASCARDO
Division Chief III
Date: _____

In coordination with: 
EDITHA LIM-MARZAL
Head, Financial Planning and Budget Department
Date: _____

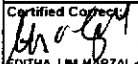
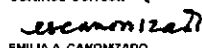
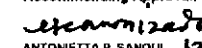
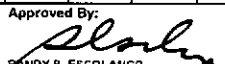
Approved by: 
RANDY B. ESCOLANGO
OIC, Office of the Administrator
Date: _____

	Current Year Appropriations
	Supplemental Appropriations
	Continuing Appropriations

STATEMENT OF APPROPRIATIONS, ALLOTMENTS, OBLIGATIONS, DISBURSEMENTS AND BALANCES
As of the Quarter Ending December 31, 2016
(In Thousand Pesos)

Department _____
Agency SUBC BAY METROPOLITAN AUTHORITY
Operating Unit _____
Organization Code (UACS) _____
Funding Source Code (as clustered) : 101
(e.g. Old Fund Code: 101,102, 151)

	Current Year Appropriations
	Supplemental Appropriations
	Continuing Appropriations

Particulars	UACS CODE	Appropriations (in Thousand pesos)			Allotments (in Thousand pesos)					Current Year Obligations (in Thousand pesos)					Current Year Disbursements (in Thousand pesos)					Balances (in Thousand pesos)			
		Authorized Appropriation	Adjustments (To/From, Realignment)	Adjusted Appropriations	Allotments Received	Adjustments (Withdrawal, Realignment)	Transfer To	Transfer From	Adjusted Total Allotments	1st Quarter Ending March 31	2nd Quarter Ending June 30	3rd Quarter Ending Sept. 30	4th Quarter Ending Dec. 31	Total	1st Quarter Ending March 31	2nd Quarter Ending June 30	3rd Quarter Ending Sept. 30	4th Quarter Ending Dec. 31	Total	Unreleased Appropriations	Unobligated Allotment	Unpaid Obligations (15-20) = (23+24)	
																						Due and Demandable	Not Yet Due and Demandable
1	2	3	4	5=(3+4)	6	7	8	9	10=[(6+(-17) -8+9)]	11	12	13	14	15=[(11+1 2+13+14)]	16	17	18	19	20=[(16+17 +18+19)]	21=(5-10)	22=(10-15)	23	24
Recapitulation by MFO: MFO 1 MFO 2 ...continue down to the last MFO																							
OF WHICH: Major Programs/Projects KRA No. 1 - Anti-Corruption, Transparent, Accountable and Participatory Governance Programs/Projects: MPP Other Major Programs and Projects and monitored by the President through PMS PAP ...continue down to the last PAP ...continue down to the last Program Budgeting ...continue down to the last KRA																							
Certified Correct:  EDITHA LIM-MARZAL Head, Financial Planning & Budget Dept. Date:	Certified Correct:  EMILIA A. CANONIZADO Head, Accounting Department Date:	Recommending Approval:  ANTONIETTA P. SANQUI Deputy Administrator for Finance Date: 12/29/16										Approved By:  REMY B. ESCALADO OIC, Office of the Administrator Date:											

SUMMARY OF APPROPRIATIONS, ALLOTMENTS, OBLIGATIONS, DISBURSEMENTS AND BALANCES BY OBJECT OF EXPENDITURES
As of the Quarter Ending December 31, 2016
(In Thousand Pesos)

Department : _____
 Agency : SUBIC BAY METROPOLITAN AUTHORITY (SBMA)
 Operating Unit : _____
 Organization Code (UACS) : _____
 Funding Source Code (as clustered) : 101
 (e.g. Old Fund Code: 101,102, 151)

(e.g. Old Fund Code: 101,102, 151)																							
Particulars	UACS CODE	Appropriations (in Thousand pesos)			Allotments (in Thousand pesos)					Current Year Obligations (in Thousand pesos)					Current Year Disbursements (in Thousand pesos)					Balances (in Thousand pesos)			
		Authorized Appropriation	Adjustments (Transfer To/From, Realignment)	Adjusted Appropriations	Allotments Received	Adjustments (Withdrawals, Realignment)	Transfer To	Transfer From	Adjusted Total Allotments	1st Quarter Ending March 31	2nd Quarter Ending June 30	3rd Quarter Ending Sept. 30	4th Quarter Ending Dec. 31	Total	1st Quarter Ending March 31	2nd Quarter Ending June 30	3rd Quarter Ending Sept. 30	4th Quarter Ending Dec. 31	Total	Unreleased Appropriations	Unobligated Allotment	Unpaid Obligations [15-20] = [23+24]	
																						Due and Demandable	Not Yet Due and Demandable
1	2	3	4	5=(3+4)	6	7	8	9	10=[(6+(-7)-8+9)]	11	12	13	14	15=[(11+12+13+14)]	16	17	18	19	20=[(16+17+18+19)]	21=(5-10)	22=(10-15)	23	24
SUMMARY		2,029,108	0	2,029,108	1,926,491	0	0	0	1,926,491	1,466,688	145,027	160,724	154,052	1,926,491	1,466,688	145,027	160,724	154,052	1,926,491	102,617	0	0	0
A. AGENCY SPECIFIC BUDGET																							
Personnel Services																							
Salaries and Wages																							
Salaries and Wages - Regular:																							
Basic Salary - Civilian	50101010 00																						
Basic Pay - Military/Uniformed Personnel	50101010 01																						
Salaries and Wages - Contractual	50101010 02																						
Other Compensation	50101020 00																						
Personnel Economic Relief Allowance (PERA)																							
PERA - Civilian																							
PERA - Military/Uniformed Personnel																							
Representation Expenses																							
Transportation Allowance																							
RATA of Sectoral/Alternate Sectoral Representatives																							
Continue down to the last object of expenditure...																							
Maintenance & Other Operating Expenses		2,029,108	0	2,029,108	1,926,491	0	0	0	1,926,491	1,466,688	145,027	160,724	154,052	1,926,491	1,466,688	145,027	160,724	154,052	1,926,491	102,617	0	0	0
Traveling Expenses	50201000 00																						
Traveling Expenses - Local	50201010 00																						
Traveling Expenses - Foreign	50201020 00																						
Training and Scholarship Expenses																							
Training Expenses																							
Scholarship Grants/Expenses																							
Supplies and Materials Expenses																							
Office Supplies Expenses																							
Accountable Forms Expenses																							
Non-Accountable Forms Expenses																							
Animal/Zoological Supplies Expenses																							
Food Supplies Expenses																							
Welfare Goods Expenses																							
Drugs and Medicines Expenses																							
Medical, Dental and Laboratory Supplies Expenses																							
Fuel, Oil and Lubricants Expenses																							
Agricultural and Marine Supplies Expenses																							
Textbooks and Instructional Materials Expenses																							
Textbooks and Instructional Materials Expenses																							
Chalk Allowance																							
Military, Police and Traffic Supplies Expenses																							
Chemical and Filing Supplies Expenses																							
Other Supplies and Materials Expenses																							
Utility Expenses		2,029,108	0	2,029,108	1,926,491	0	0	0	1,926,491	1,466,688	145,027	160,724	154,052	1,926,491	1,466,688	145,027	160,724	154,052	1,926,491	102,617	0	0	0
Water Expenses																							
Electricity Expenses (Trust fund-HHIC)		2,029,108		2,029,108	1,926,491	0	0	0	1,926,491	1,466,688	145,027	160,724	154,052	1,926,491	1,466,688	145,027	160,724	154,052	1,926,491	102,617	0	0	0
Continue down to the last object of expenditure...																							
Financial Expenses																							
Management Supervision/Trusteeship Fees																							
Interest Expenses																							
Interest Paid to Non Residents																							
Interest Paid to Residents other than General Government																							
Interest Paid to other General Government Units																							
Continue down to the last object of expenditure...																							
Capital Outlays																							
Property, Plant and Equipment Outlay																							
Buildings and Other Structures Outlay																							
Buildings	50604040 00																						
School Buildings	50604040 01																						</

SUMMARY OF APPROPRIATIONS, ALLOTMENTS, OBLIGATIONS, DISBURSEMENTS AND BALANCES BY OBJECT OF EXPENDITURES
As of the Quarter Ending December 31, 2016
(In Thousand Pesos)

Department : _____
Agency : SUBIC BAY METROPOLITAN AUTHORITY (SBMA)
Operating Unit : _____
Organization Code (UACS) : _____
Funding Source Code (as clustered) : 101
(e.g. Old Fund Code: 101, 102, 151)

Current Year Appropriations
Supplemental Appropriations
Continuing Appropriations

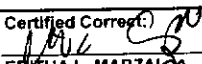
Particulars	UACS CODE	Appropriations (in Thousand pesos)			Allotments (in Thousand pesos)					Current Year Obligations (in Thousand pesos)					Current Year Disbursements (in Thousand pesos)					Balances (in Thousand pesos)			
		Authorized Appropriation	Adjustments (Transfer To/From, Realignment)	Adjusted Appropriations	Allotments Received	Adjustments (Withdrawal, Realignment)	Transfer To	Transfer From	Adjusted Total Allotments	1st Quarter Ending March 31	2nd Quarter Ending June 30	3rd Quarter Ending Sept. 30	4th Quarter Ending Dec. 31	Total	1st Quarter Ending March 31	2nd Quarter Ending June 30	3rd Quarter Ending Sept. 30	4th Quarter Ending Dec. 31	Total	Unreleased Appropriations	Unobligated Allotment	Unpaid Obligations (15-20) = (23+24)	
																						Due and Demandable	Not Yet Due and Demandable
1	2	3	4	5=(3+4)	6	7	8	9	10=((6+(-7)-8+9)	11	12	13	14	15=((11+12+13+14)	16	17	18	19	20=((16+17+18+19)	21=(5-10)	22=(10-15)	23	24
Specify allotment class/object of expenditures Continue down to the last object of expenditure...																							
C. SPECIAL PURPOSE FUNDS Miscellaneous Personnel Benefits Fund Specify allotment class/object of expenditures Pension and Gratuity Fund Specify allotment class/object of expenditures Continue down to the last object of expenditure...																							
GRAND TOTAL		2,029,108	0	2,029,108	1,976,451	0	0	0	1,926,491	1,466,888	145,027	150,724	154,052	1,926,491	1,466,888	145,027	150,724	154,052	1,926,451	102,617	0	0	0
Certified Correct: EMILIA LIM-MARZAL Head, Financial Planning and Budget Department Date: _____	Recommended Correct: EMILIA S. CANONIZADO Chief Accountant Date: _____	Recommending Approval: ANTONIETTA P. SANQUI Deputy Administrator for Finance Date: <u>12/29/16</u>	Approved: RAMON B. ESCOBAL Dir. Office of the Administrator Date: _____																				

List of Allotments and Sub-Allotments
As of the quarter ending December 31, 2016
(In Thousand Pesos)

Department :
Agency : SUBIC BAY METROPOLITAN AUTHORITY (SBMA)
Operating Unit :
Organization Code (UACS) :
Funding Source Code (as clustered) : 101
(e.g. Old Fund Code: 101,102, 151)

	Current Year Appropriations
	Continuing Appropriations
	Supplemental Appropriations

No.	Allotments / Sub-Allotments		Funding Source		Allotments / Sub-Allotments received from COs / ROs				Sub-Allotment to Regions/Operating Units				Total Allotments / Net of Sub-allotments			
	Number	Date	Description	UACS Code	PS	MOOE	CO	Total	PS	MOOE	CO	Total	PS	MOOE	CO	Total
1	2	3	4	5	6	7	8	9=(6+7+8)	10	11	12	13=(10+11+12)	14=(6+10)	15=(7+11)	16=(8+12)	17=(14+15+16)
A. Allotments received from DBM																
1	Comprehensive Release per Annex A and A-1 of NBC No. 551		Agency Specific Budget	1 01 101												
2	GARO No. 2014-1 (RLIP)		RLIP	1 04 102												
3																
4	SARO (MPBF) - HHIC			1 01 406		0		0					0	0	0	0
5																
6																
7																
8																
9																
10																
11																
12																
13																
14																
15																
	Sub-total															
B. Sub-allotments received from Central Office/Regional Office																
1																
2																
3																
4																
5																
6																
	Sub-Total															
	Total Allotments															
Summary by Funding Source Code:																
	Agency Specific Budget			1 01 101												
	RLIP			1 04 102												
	MPBF			1 01 406												

Certified Correct: 
EDITHA L. MARZALES
Head, Financial Planning and Budget Department
Date: _____

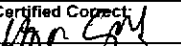
INSTRUCTIONS:


- The list of Allotments and Sub-Allotments shall be prepared to support the quarterly SAAODB per FAR No. 1.
- Columns 1 to 17 shall reflect the following information:
Column 1 - sequential numbering to determine how many obligational authorities were received / issued.
Columns 2 and 3 - Assigned allotment / Sub-allotment numbers and the date of issuance.
Columns 4 and 5 - the source of the current year allotments/ sub-allotments - Agency specific budget, Special Purpose Funds, Automatic Appropriations i.e., RLIP, SAGF, etc. and the corresponding Funding Source Code.
Columns 6 to 8 - the amount of Allotments and Sub-Allotments transferred from Central Office / Regional Offices under each allotment class should tally with the amount reflected in Column 9 of FAR Nos. 1 and 1-A.
Column 9 - sum of columns 6, 7 and 8.
Columns 10 to 12 - the amount of Sub-Allotments transferred to Regional Offices / Operating Units. Total transfers to other OUs under each allotment class should tally with the amount reflected in Column 8 of FAR Nos. 1 and 1-A.
Column 13 - sum of columns 10, 11 and 12.
Columns 14 to 17 - total of columns 9 and 13 by allotment class

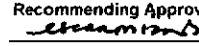
Department : _____
 Agency : SUBIC BAY METROPOLITAN AUTHORITY (SBMA)
 Operating Unit : _____
 Organization Code (UACS) : _____
 Funding Source Code (as clustered) : 101
 (e.g. Old Fund Code: 101,102, 151)


Particulars	UACS CODE	Approved Budget (in Thousand pesos)			Budget Utilization (in Thousand pesos)					Disbursements (in Thousand pesos)					BALANCES (inThousand pesos)		
		Approved Budgeted Revenue	Adjustments (Additions, Reductions, Realignment)	Adjusted Budgeted Revenue	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	Unutilized Budget	Unpaid Utilizations (10-15) = (17+18)	
					Ending March 31	Ending June 30	Ending Sept. 30	Ending Dec. 31		Ending March 31	Ending June 30	Ending Sept. 30	Ending Dec. 31			Due and Demandable / Accounts Payable	Not Yet Due and Demandable
1	2	3	4	5=[3+(-)4]	6	7	8	9	10=(6+7+8 +9)	11	12	13	14	15=(11+12+ 13+14)	16=(5-10)	17	18
SUMMARY																	
A. AGENCY SPECIFIC BUDGET																	
Personnel Services																	
Salaries and Wages																	
Basic Salary - Civilian	50101010 01																
Basic Pay - Military/Uniformed Personnel	50101010 02																
Other Compensation																	
Personnel Economic Relief Allowance (PERA)																	
PERA - Civilian																	
Representation Expenses																	
Transportation Allowance																	
RATA of Sectoral/Alternate Sectoral Representatives																	
Continue down to the last object of expenditure...																	
Maintenance & Other Operating Expenses		2,029,108	0	2,029,108	1,466,688	145,027	160,724	154,052	1,926,491	1,466,688	145,027	160,724	154,052	1,926,491	102,617	0	0
Traveling Expenses	50201000 00																
Traveling Expenses - Local	50201010 00																
Traveling Expenses - Foreign	50201020 00																
Training and Scholarship Expenses																	
Training Expenses																	
Scholarship Grants/Expenses																	
Supplies and Materials Expenses																	
Office Supplies Expenses																	
Accountable Forms Expenses																	
Non-Accountable Forms Expenses																	
Animal/Zoological Supplies Expenses																	
Food Supplies Expenses																	
Welfare Goods Expenses																	
Drugs and Medicines Expenses																	
Medical, Dental and Laboratory Supplies Expenses																	
Fuel, Oil and Lubricants Expenses																	
Agricultural and Marine Supplies Expenses																	
Textbooks and Instructional Materials Expenses																	
Textbooks and Instructional Materials Expenses																	
Chalk Allowance																	
Military, Police and Traffic Supplies Expenses																	
Chemical and Filtering Supplies Expenses																	
Other Supplies and Materials Expenses		2,029,108	0	2,029,108	1,466,688	145,027	160,724	154,052	1,926,491	1,466,688	145,027	160,724	154,052	1,926,491	102,617	0	0
Utility Expenses																	
Water Expenses																	
Electricity Expenses (Trust fund-MHIC)		2,029,108		2,029,108	1,466,688	145,027	160,724	154,052	1,926,491	1,466,688	145,027	160,724	154,052	1,926,491	102,617	0	0
Continue down to the last object of expenditure...																	
Financial Expenses																	
Management Supervision/Trusteeship Fees																	
Interest Expenses																	
Interest Paid to Non Residents																	
Interest Paid to Residents other than General Government																	
Interest Paid to other General Government Units																	
Continue down to the last object of expenditure...																	
Capital Outlays																	
Property, Plant and Equipment Outlay																	
Buildings and Other Structures Outlay	50604040 00																
Buildings	50604040 01																
School Buildings	50604040 02																

Particulars	UACS CODE	Approved Budget (in Thousand pesos)			Budget Utilization (in Thousand pesos)					Disbursements (in Thousand pesos)					BALANCES (in Thousand pesos)		
		Approved Budgeted Revenue	Adjustments (Additions, Reductions, Realignment)	Adjusted Budgeted Revenue	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	Unutilized Budget	Unpaid Utilizations (10-15) = (17+18)	
					Ending March 31	Ending June 30	Ending Sept. 30	Ending Dec. 31		Ending March 31	Ending June 30	Ending Sept. 30	Ending Dec. 31			Due and Demandable / Accounts Payable	Not Yet Due and Demandable
1	2	3	4	5={3+(-)4}	6	7	8	9	10={6+7+8+9}	11	12	13	14	15={11+12+13+14}	16={5-10}	17	18
Hospitals and Health Centers Markets Machinery and Equipment Outlay Machinery Office Equipment Information and Communication Technology Equipment (sample object of expenditure only) Continue down to the last object of expenditure...	50604040 03 50604040 04 50604050 00 50604050 01 50604050 02 50604050 03																

Certified Correct:

EDITHA LIM-MARZAL
 Head, Financial Planning and Budget Department
 Date: _____

Certified Correct:

EMILIA S. CANONIZADO
 Chief Accountant
 Date: _____

Recommending Approval:

ANTONIETTA P. SANQUI 12/29/16
 Deputy Administrator for Finance
 Date: _____

Approved By:

RANDY B. ESCOLANGO
 OIC, Office of the Administrator
 Date: _____

AGING OF DUE AND DEMANDABLE OBLIGATIONS

As of December 31, 2016

(In Thousand Pesos)

Department : _____
 Agency : SUBIC BAY METROPOLITAN AUTHORITY (SBMA)
 Operating Units : _____
 Organization Code (UACS) : _____
 Funding Source Code (as clustered) : 101
 (e.g. Old Fund Code: 101,102, 151)

[illegible]

Certified Correct by:
emilia canonizado
EMILIA S. CANONIZADO
Agency Chief Accountant

Date:

Recommended by:

escrow 12/29/16
 f- ANTONIETTA P. SANQUI 12/29/16
 Deputy Administrator for Finance

Date:

Approved by:


RANDY B. ESCOLANGO
QIC, Office of the Administrator

Date:

Certified Correct by:

EDITHA L. MARZAL

Head, Financial Planning and Budget Dept.

Date:

AGING OF DUE AND DEMANDABLE OBLIGATIONS

As of December 31, 2016

(In Thousand Pesos)

Department : _____
 Agency : SUBIC BAY METROPOLITAN AUTHORITY (SBMA)
 Operating Units : _____
 Organization Code (UACS) : _____
 Funding Source Code (as clustered) : 101
 (e.g. Old Fund Code: 101,102, 151)

Name of Creditor	Obligation Request			AGING OF DUE AND DEMANDABLE OBLIGATIONS						Remarks
				Amount	90 days & below	91 to 180 days	181 to 270 days	271 to 360 days	Beyond 360 days	
	Number	Date	Amount							
1	2	3	4	5	6	7	8	9	10	11

FAR No. 3

Instructions:

1. The Aging of Due and Demandable Obligations shall be:

- a.) Prepared by agencies central offices/regional offices/operating units. Adopt the UACS Code per COA-DBM-DOF Joint Circular No. 2013-1 dated 6 August 2013.
- b.) Certified correct by the Budget Officer (data on Obligation Request number and amount) and Chief Accountant (data on the aging of Due and Demandable Obligations) and approved by the Head of Department/Agency/Authorized Representative as recommended by the Director of Financial Management Service (FMS)
- c.) Due for submission to COA and DBM within 30 days after the end of the year.

2. Columns 1 to 10 shall reflect the following information:

- Column 1 - Name of Creditors
- Columns 2 to 4 - Obligation Request Number, Date and Amount of unpaid obligations
- Column 5 - Amount of Due and Demandable Obligations
- Columns 6 to 10 - Aging of Due and Demandable Obligations
- Column 11 - Reasons for having Due and Demandable Obligations outstanding above 90 days.


MONTHLY REPORT OF DISBURSEMENTS
For the month of **OCTOBER 2016**
(In Thousand Pesos)


Department: _____
Agency: SUBC BAY METROPOLITAN AUTHORITY (SBMA)
Operating Unit: _____
Organization Code (UACS): _____
Funding Source Code (as clustered): 101
(e.g. Old Fund Code: 101, 102, 151)

PARTICULARS	CURRENT YEAR BUDGET (in Thousand pesos)					PRIOR YEAR'S BUDGET										SUB-TOTAL	TRUST LIABILITIES (in Thousand pesos)				GRAND TOTAL (in Thousand pesos)					Remarks		
	PS	MOOE	Fin. Exp	CO	TOTAL	PRIOR YEAR'S ACCOUNTS PAYABLE (in Thousand pesos)					CURRENT YEAR'S ACCOUNTS PAYABLE (in Thousand pesos)						TOTAL	PS	MOOE	CO	TOTAL	PS	MOOE	Fin. Exp	CO		TOTAL	
						PS	MOOE	Fin. Exp	CO	Sub-Total	PS	MOOE	Fin. Exp	CO	Sub-Total													
1	2	3	4	5	6=2+3+4+5	7	8	9	10	11=7+8+9+10	12	13	14	15	16=12+13+14+15	17=11+16	18=6+17	19	20	21	22=19+20+21	23	24	25	26	27=23+24+25+26	28	
Notice of Cash Allocation (NCA) MDS Checks Issued Advice to Debit Account Working Fund (NCA issued to BTr) Tax Remittance Advices Issued (TRA) Cash Disbursement Ceiling (CDC) Non-Cash Availment Authority (NCAA) Others (CDT, BTr Docs Stamp, etc.)					0		0			0		0			0	0	0											e.g. Reasons for over or under spending and the catch-up plan
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0											
SEPTEMBER																												
Notice of Cash Allocation MDS Checks Issued Advice to Debit Account Tax Remittance Advices Issued Cash Disbursement Ceiling Non-Cash Availment Authority Others (CDT, Docs Stamp, etc.)							0					0			0	0	0											
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0											
OCTOBER																												
Notice of Cash Allocation MDS Checks Issued Advice to Debit Account Tax Remittance Advices Issued Cash Disbursement Ceiling Non-Cash Availment Authority Others (CDT, Docs Stamp, etc.)							0					0			0	0	0											
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0											
GRAND TOTAL																												

SUMMARY:	<u>Previous Report (September)</u>	<u>This month (October)</u>	<u>As of Date</u>	<u>Previous Report (September)</u>	<u>This month (October)</u>	<u>As of Date</u>
Total Disbursement Authorities Received						
NCA		180,724		180,724		
Working Fund						
TRA						
CDC						
NCAA						
Others (CDT, BTr Docs Stamp, etc.)						
Less: Notice of Transfer Allocations (NTA) issued						
Total Disbursements Authorities Available						
Less: Liquid NCA Disbursements *						
Balance of Disbursements Authorities as of date						

Notes: The use of NTA is discouraged
* Amounts should tally

Certified Correct:

EMILIA S. CANONIZADO
Agency Chief Accountant
Date: _____

Approved By: 
RANDY B. ESCOLANGO
Off. Office of the Administrator
Date: _____

INSTRUCTIONS

1. The Monthly Report of Disbursements (MRD) shall be:

- Prepared indicating all authorized disbursements of the agency/OU by type and by allotment class, showing the totals by disbursement authority issued
- Certified Correct by the Chief Accountant/Head of Accounting Unit and approved by Head of Agency/Authorized Representative.
- Submitted to the Department of Budget and Management (DBM) and COA - Government Accountancy Sector (GAS).

In submitting their reports to DBM, agencies and OUs under the coverage of DBM Central Office shall submit their reports directly to the Budget and Management Bureau (BMB) concerned. In the case however of DepEd, DOH, DPWH, TESDA, SUCs, CHED, their ROs and lowest OUs shall submit their reports directly to the DBM RO concerned. It is understood that the lowest operating unit shall likewise submit the reports to their next higher level unit for consolidation and transmittal to their Central Office (CO). The CO of these departments/agencies shall submit the consolidated department/agency report to the DBM - BMB concerned.

2. Columns 1 to 28 shall reflect the following information:

- Column 1 - type of disbursement authorities used during the month covered by the report.
- Disbursements against the Notice of Cash Allocations/Notice of Transfer of Allocations made through MDS Checks or Advices to Debit Account.
 - Working Fund for NCA's issued to the Bureau of the Treasury (BTr).
 - Tax Remittance Advices for remittance of taxes withheld.
 - Cash Disbursement Ceiling for authorized disbursements charged against income collected and retained by the foreign service posts of DFA and DOLE.
 - Non-Cash Availment Authority for cost of goods and services paid directly by lending institutions to creditors of the agency implementing a foreign-assisted project; and
 - Others for Custom Duties and Taxes, BTr Documentary Stamp Tax, etc.

Columns 2 to 6 - total disbursements made for obligations/expenditures incurred and charged against the current year budget i.e., allotments received during the year chargeable against the current year GAA.

Columns 7 to 17 - total disbursements made for prior years' budget

Column 18 - sub-total of Columns 6 & 17 i.e., all disbursements for regular operating requirements

Columns 19 to 22 - total disbursements made for trust liabilities covered by E.O. 338 / DOF-DBM Joint Circular No. 1-97.

MONTHLY REPORT OF DISBURSEMENTS
For the month of OCTOBER 2016
 (in Thousand Pesos)

Department : _____
 Agency : SUBIC BAY METROPOLITAN AUTHORITY (SBMA)
 Operating Unit : _____
 Organization Code (UACS) : _____
 Funding Source Code (as clustered) : 101
 (e.g. Old Fund Code: 101, 102, 151)

Columns 23-27 - grand total, i.e., Columns 6, 17 & 22 for all types of disbursements by allotment class during the month covered by the report.

Column 28 - any additional information relevant to this report.

3. Summary of Total Disbursement Authority received and actual disbursements shall be indicated. List of disbursements authorities shall be presented on a separate sheet by Disbursement Authorities received indicating the number, date and amount.
4. Likewise, the over or under spending shall be determined by deducting the actual disbursements from the disbursements program. The reasons for over or under spending and the catch-up plan shall be stated in the remarks.

MONTHLY REPORT OF DISBURSEMENTS
For the month of **NOVEMBER 2016**
(in Thousand Pesos)

Department _____
Agency _____
Operating Unit _____
Organization Code (UACS) _____
Funding Source Code (as clustered) _____
101
(e.g. Old Fund Code: 101, 102, 151)


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SUMMARY:

Total Disbursement Authorities Received
NCA
Working Fund
TRA
CDC
NCAA
Others (CDT, BTr Docs Stamp, etc.)
Less: Notice of Transfer Allocations (NTA)* issued
Total Disbursements Authorities Available
Less: Lapsed NCA
Disbursements *
Balance of Disbursements Authorities as of to date
Notes: The use of NTA is discouraged
* Amounts should tally

Certified Correct:

EMILIA S. CANONIZADO
Agency Chief Accountant
Date: _____

Previous Report (October) _____ This month (November) _____ As of Date _____
Total Disbursements Program
Less: * Actual Disbursements (Over)/Under spending
Previous Report (October) _____ This month (November) _____ As of Date _____
Approved By: 
RANDY B. ESCOLANGO
Off. Office of the Administrator
Date: _____

INSTRUCTIONS

- The Monthly Report of Disbursements (MRD) shall be:
 - Prepared indicating all authorized disbursements of the agency/OU by type and by allotment class, showing the totals by disbursement authority issued.
 - Certified Correct by the Chief Accountant/Head of Accounting Unit and approved by Head of Agency/Authorized Representative.
 - Submitted to the Department of Budget and Management (DBM) and COA - Government Accountancy Sector (GAS).

In submitting their reports to DBM, agencies and OUs under the coverage of DBM Central Office shall submit their reports directly to the Budget and Management Bureau (BMB) concerned. In the case however of DepEd, DOH, DPWH, TESDA, SUCS, CHED, their ROs and lowest OUs shall submit their reports directly to the DBM RO concerned. It is understood that the lowest operating unit shall likewise submit the reports to their next higher level unit for consolidation and transmittal to their Central Office (CO). The CO of these departments/agencies shall submit the consolidated department/agency report to the DBM - BMB concerned.

- Due for submission to DBM and COA on or before the 30th day of the following month covered by the report.
- Columns 1 to 28 shall reflect the following information:

- Column 1 - type of disbursement authorities used during the month covered by the report.
- Disbursements against the Notice of Cash Allocations/Notice of Transfer of Allocations made through MDS Checks or Advices to Debit Account.
 - Working Fund for NCA's issued to the Bureau of the Treasury (BTr).
 - Tax Remittance Advices for remittance of taxes withheld.
 - Cash Disbursement Ceiling for authorized disbursements charged against income collected and retained by the foreign service posts of DFA and DOLE.
 - Non-Cash Availment Authority for cost of goods and services paid directly by lending institutions to creditors of the agency implementing a foreign-assisted project; and
 - Others for Custom Duties and Taxes, BTr Documentary Stamp Tax, etc.

Columns 2 to 6 - total disbursements made for obligations/expenditures incurred and charged against the current year budget i.e. allotments received during the year chargeable against the current year GAA.

Columns 7 to 17 - total disbursements made for prior years' budget.

Column 18 - sub-total of Columns 6 & 17 i.e. all disbursements for regular operating requirements.

Columns 19 to 22 - total disbursements made for trust liabilities covered by E.O. 338 / DOF-DBM Joint Circular No. 1-97.

MONTHLY REPORT OF DISBURSEMENTS

For the month of NOVEMBER 2016

(In Thousand Pesos)

Department : _____
 Agency : SUBIC BAY METROPOLITAN AUTHORITY (SBMA)
 Operating Unit : _____
 Organization Code (UACS) : _____
 Funding Source Code (as clustered) : 101
 (e.g. Old Fund Code: 101, 102, 151)

Columns 23-27 - grand total, i.e., Columns 6, 17 & 22 for all types of disbursements by allotment class during the month covered by the report.

Column 28 - any additional information relevant to this report.

3. Summary of Total Disbursement Authority received and actual disbursements shall be indicated. List of disbursements authorities shall be presented on a separate sheet by Disbursement Authorities received indicating the number, date and amount.
4. Likewise, the over or under spending shall be determined by deducting the actual disbursements from the disbursements program. The reasons for over or under spending and the catch-up plan shall be stated in the remarks.

MONTHLY REPORT OF DISBURSEMENTS
For the month of **DECEMBER 2016**
(In Thousand Pesos)

Department : SUBIC BAY METROPOLITAN AUTHORITY (SBMA)
Agency : _____
Operating Unit : _____
Organization Code (UACS) : _____
Funding Source Code (as clustered) : 101
(e.g. Old Fund Code: 101,102, 151)

PARTICULARS	CURRENT YEAR BUDGET (in Thousand pesos)					PRIOR YEAR'S BUDGET											SUB-TOTAL	TRUST LIABILITIES (in Thousand pesos)				GRAND TOTAL (in Thousand pesos)					Remarks
	PS	MOOE	Fin. Exp	CO	TOTAL	PRIOR YEAR'S ACCOUNTS PAYABLE (in Thousand pesos)					CURRENT YEAR'S ACCOUNTS PAYABLE (in Thousand pesos)							PS	MOOE	CO	TOTAL	PS	MOOE	Fin. Exp	CO	TOTAL	
						PS	MOOE	Fin. Exp	CO	Sub-Total	PS	MOOE	Fin. Exp	CO	Sub-Total	TOTAL											
1	2	3	4	5	6=2+3+4+5	7	8	9	10	11=7+8+9+10	12	13	14	15	16=12+13+14+15	17=11+16	18=8+17	19	20	21	22=19+20+21	23	24	25	26	27=23+24+25+26	28
Notice of Cash Allocation (NCA) MDS Checks Issued Advice to Debit Account Working Fund (NCA issued to BTr) Tax Remittance Advices Issued (TRA) Cash Disbursement Ceiling (CDC) Non-Cash Availment Authority (NCAA) Others (CDT, BTr Docs Stamp, etc.)					6		0			0		0			0	0	0		154,052		154,052					154,052	e.g. Reasons for over or under spending and the catch-up plan
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		154,052		154,052					154,052	
NOVEMBER																											
Notice of Cash Allocation MDS Checks Issued Advice to Debit Account Tax Remittance Advices Issued Cash Disbursement Ceiling Non-Cash Availment Authority Others (CDT, Docs Stamp, etc.)							0					0			0	0	0										
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0										
DECEMBER																											
Notice of Cash Allocation MDS Checks Issued Advice to Debit Account Tax Remittance Advices Issued Cash Disbursement Ceiling Non-Cash Availment Authority Others (CDT, Docs Stamp, etc.)							0					0			0	0	0		154,052		154,052					154,052	
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		154,052		154,052					154,052	
4TH QUARTER																											
Notice of Cash Allocation MDS Checks Issued Advice to Debit Account Tax Remittance Advices Issued Cash Disbursement Ceiling Non-Cash Availment Authority Others (CDT, Docs Stamp, etc.)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		154,052		154,052					154,052	
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		154,052		154,052					154,052	
GRAND TOTAL																				154,052		154,052					154,052

SUMMARY:

Total Disbursement Authorities Received
NCA
Working Fund
TRA
CDC
NCAA

Others (CDT, BTr Docs Stamp, etc.)
Less: Notice of Transfer Allocations (NTA) issued
Total Disbursement Authorities Available
Less: Lapsed NCA

Disbursements:
Balance of Disbursements Authorities as of date

Notes: The use of NTA is discouraged

* Amounts should tally

Previous Report (November) This month (December) As of Date

154,052

Total Disbursements Program
Less: * Actual Disbursements
(Over)/Under spending

Previous Report (November) This month (December) As of Date

154,052

154,052

Certified Correct:
Emilia S. Canonizado
EMILIA S. CANONIZADO
Agency Chief Accountant
Date:

Approved:
Randy B. Escolango
RANDY B. ESCOLANGO
D.C., Office of the Administrator
Date:

INSTRUCTIONS

FAR No. 4

1. The Monthly Report of Disbursements (MRD) shall be:

- Prepared indicating all authorized disbursements of the agency/OU by type and by allotment class, showing the totals by disbursement authority issued.
- Certified Correct by the Chief Accountant/Head of Accounting Unit and approved by Head of Agency/Authorized Representative
- Submitted to the Department of Budget and Management (DBM) and COA - Government Accountancy Sector (GAS)

In submitting their reports to DBM, agencies and OUs under the coverage of DBM Central Office shall submit their reports directly to the Budget and Management Bureau (BMB) concerned. In the case however of DepEd, DOH, DPWH, TESDA, SUCS, CHED, their ROs and lowest OUs shall submit their reports directly to the DBM RO concerned. It is understood that the lowest operating unit shall likewise submit the reports to their next higher level unit for consolidation and transmittal to their Central Office (CO). The CO of these departments/agencies shall submit the consolidated department/agency report to the DBM - BMB concerned.

d.) Due for submission to DBM and COA on or before the 30th day of the following month covered by the report.

2. Columns 1 to 28 shall reflect the following information:

Column 1 - type of disbursement authorities used during the month covered by the report.

- Disbursements against the Notice of Cash Allocations/Notice of Transfer of Allocations made through MDS Checks or Advices to Debit Account;
- Working Fund for NCA's issued to the Bureau of the Treasury (BTr);
- Tax Remittance Advices for remittance of taxes withheld;
- Cash Disbursement Ceiling for authorized disbursements charged against income collected and retained by the foreign service posts of DFA and DOLE;

MONTHLY REPORT OF DISBURSEMENTS
For the month of DECEMBER 2016
(In Thousand Pesos)

Department : _____
Agency : SUBIC BAY METROPOLITAN AUTHORITY (SBMA)
Operating Unit : _____
Organization Code (UACS) : _____
Funding Source Code (as clustered) : 101
(e.g. Old Fund Code: 101, 102, 151)

- Non-Cash Availment Authority for cost of goods and services paid directly by lending institutions to creditors of the agency implementing a foreign-assisted project; and
- Others for Custom Duties and Taxes, BTR Documentary Stamp Tax, etc.

Columns 2 to 6 - total disbursements made for obligations/expenditures incurred and charged against the current year budget i.e., allotments received during the year chargeable against the current year GAA.

Columns 7 to 17 - total disbursements made for prior years' budget.

Column 18 - sub-total of Columns 6 & 17 i.e., all disbursements for regular operating requirements.

Columns 19 to 22 - total disbursements made for trust liabilities covered by E.O. 338 / DOF-DBM Joint Circular No. 1-87.

Columns 23-27 - grand total, i.e., Columns 6, 17 & 22 for all types of disbursements by allotment class during the month covered by the report.

Column 28 - any additional information relevant to this report.

3. Summary of Total Disbursement Authority received and actual disbursements shall be indicated. List of disbursements authorities shall be presented on a separate sheet by Disbursement Authorities received indicating the number, date and amount.
4. Likewise, the over or under spending shall be determined by deducting the actual disbursements from the disbursements program. The reasons for over or under spending and the catch-up plan shall be stated in the remarks.

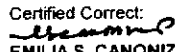
QUARTERLY REPORT OF REVENUE AND OTHER RECEIPTS


As of the Quarter Ending December 31, 2016

(In Thousand Pesos)

Department : _____
 Agency : SUBIC BAY METROPOLITAN AUTHORITY (SBMA)
 Operating Unit : _____
 Organization Code (UACS) : _____

CLASSIFICATION / SOURCES OF REVENUE AND OTHER RECEIPTS	UACS Code	REVENUE TARGET (Annual)	ACTUAL REVENUE AND OTHER RECEIPTS COLLECTIONS					CUMULATIVE REMITTANCE / DEPOSITS TO DATE			VARIANCE		Remarks
			1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	TOTAL	Remittance to BTr	Deposited with AGDB	Total	Amount	%	
1	2	3	4	5	6	7	8=(4+5+6+7)	9	10	11=(9+10)	12=(8-3)	13 = (12 / 3)	14
A. General Fund (formerly Fund 101)							N/A			N/A	N/A	N/A	
- Tax													
Documentary Stamp Tax	40104010 00												
- Non-Tax													
Permit Fees Import	40201010 01												
B. Special Account in the General Fund (formerly Fund 105, 183, 401, 151-159)													
- Tax													
- Non-Tax													
C. Off-Budget Accounts (formerly Fund 161 to 184, etc.)							N/A			N/A	N/A	N/A	
D. Custodial Funds (formerly Fund 101-184, 187)													
TOTAL													

Certified Correct:

EMILIA S. CANONIZADO
 Chief Accountant
 Date: _____

Approved By: 
RANDY B. ESCALANGO
 OIC, Office of the Administrator
 Date: _____

FAR No. 5

INSTRUCTIONS

1. This Quarterly Report of Revenue and Other Receipts shall reflect the agency's/OU's actual revenue and other receipts collections from all sources remitted with the Bureau of the Treasury (BTr) and deposited in other Authorized Government Depository Bank (AGDB), for the budget year, broken down by quarter. This shall be submitted to DBM and COA not later than the 30th day following the end of the quarter.
2. Column 1 shall reflect the classification of revenue and other receipts as to tax or non-tax and should identify the specific source (Tax Income: e.g., Tax on Domestic Goods and Services, Tax on Net Profits, etc.; Non-tax Income: e.g. Permits and Licenses, Service Income, Business Income, etc) consistent with the Revised Chart of Accounts prescribed by COA.
3. Column 2 shall reflect the Unified Accounts Codes Structure (UACS) Code per COA-DBM-DOF Joint Circular No. 2013-1 dated 6 August 2013.
4. Columns 3 shall reflect the revenue targets for the year. This should be consistent with the amounts indicated in the Budget of Expenditures and Sources of Financing (BESF) tables for the budget year.
5. Columns 4 to 8 shall reflect the actual quarterly revenue and other receipts collections for the year covered by the report.
6. Columns 9 to 11 shall reflect the cumulative revenue and other receipts deposited by the agency with the BTr / AGDB as of date (from January 1 of the current year).
7. Columns 12 and 13 shall reflect the variance between the annual targeted collection and the actual revenue and other receipts collection as of the period covered by the report.
8. Column 14 shall reflect any additional information i.e., reasons for any variance between targeted and actual collections; new fees imposed; increase in fees and charges, or implementation of new programs.
9. This form shall be Certified Correct by the Chief Accountant/Head of Accounting Unit and approved by Head of Agency/Authorized Representative.