Annex "A"

CEBU NORMAL UNIVERSITY
Status of Unliquidated Cash Advances
As of December 31, 2025

No.	Account Used	Name of Accountable Officer (AO)/Employee	Purpose	Date Granted	Unliquidated Amount	Due Date for Liquidation	Age of Cash Advance	* Status of AO/Employee	Availability of documents		**Action Taken by		Status of Request for write off and/or Narrative Report (NR)	Amount Written off/ Subject of NR	Remarks
									with (√)	without (√)	Agency Officials	Auditor			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
1	19901040 Advances to Officers and Employees (GAA)	**ASJALI, SEAGAL PUBLICO**	For adjustment, remaining amount of unreturned cash advance for the travel expenses and registration fee to present a research paper at the 52nd Philippine Society of Biochemistry to be held at the Philippine Rice Research Institute Science City on December 1 to 6,2025	25-Nov-2025	0.60	31-Dec-2025	Less than 3 months	connected							Already liquidated per JEV-2025-12-002107, amount paid recorded per JEV-2025-12-002116, remaining amount for adjustment
2	19901040 Advances to Officers and Employees (STF)	**BELTRAN, NAILA YLAYA**	Cash advance for the travel expenses during the PARNUAY: 3rd Creativity in the Philippines Higher Education Summit at Batac City, Ilocos Norte on Dec. 15-19, 2025	11-Dec-2025	47,350.00	31-Dec-2025	Less than 3 months	connected							Already liquidated, however during AP booking only reimbursement amounts were recorded, excluding the liquidated amount, per JEV 2025-12-004558, amount to be adjusted on 2026
3	19901040 Advances to Officers and Employees (STF)	**CORDOVA, MONIQUE ESCALADA**	Cash Advance of MONIQUE CORDOVA for travel the expenses and registration fee on 5th Instabright National Research Congress, with the theme "Bridging Ideas Building Futures: A Mulitidisciplinary Research Congress" to be held on October 18, 2025 at View Park Hotel Tagaytay City Philippines	8-Oct-2025	0.08	8-Nov-2025	Less than 3 months	connected							Already liquidated per JEV-2025-11-003745 , amount paid recorded per JEV-2025-11-003835, remaining amount for adjusmtent
4	19901040 Advances to Officers and Employees (STF)	**DIONES, LITO LANUZA**	Cash advance for the travel expenses during the PARNUAY: 3rd Creativity in the Philippines Higher Education Summit at Batac City, Ilocos Norte on Dec. 15-19, 2025	11-Dec-2025	27,550.00	31-Dec-2025	Less than 3 months	connected							Already liquidated, however during AP booking only reimbursement amounts were recorded, excluding the liquidated amount, per JEV 2025-12-004558, amount to be adjusted on 2026
5	19901040 Advances to Officers and Employees (STF)	**FABRE, ROY UBA**	Cash advance for the travel expenses during the PARNUAY: 3rd Creativity in the Philippines Higher Education Summit at Batac City, Ilocos Norte on Dec. 15-19, 2025	11-Dec-2025	27,550.00	31-Dec-2025	Less than 3 months	connected							Already liquidated, however during AP booking only reimbursement amounts were recorded, excluding the liquidated amount, per JEV 2025-12-004558, amount to be adjusted on 2026
6	19901040 Advances to Officers and Employees (STF)	**CUCIO, KEREN CASTORICO**	Cash advance for the travel expenses during the PARNUAY: 3rd Creativity in the Philippines Higher Education Summit at Batac City, Ilocos Norte on Dec. 15-19, 2025	11-Dec-2025	27,550.00	31-Dec-2025	Less than 3 months	connected							Already liquidated, however during AP booking only reimbursement amounts were recorded, excluding the liquidated amount, per JEV 2025-12-004558, amount to be adjusted on 2026
7	19901040 Advances to Officers and Employees (STF)	**QUIMADA, BRYAN JUAREZ**	Cash advance for the travel expenses during the PARNUAY: 3rd Creativity in the Philippines Higher Education Summit at Batac City, Ilocos Norte on Dec. 15-19, 2025	11-Dec-2025	27,550.00	31-Dec-2025	Less than 3 months	connected							Already liquidated, however during AP booking only reimbursement amounts were recorded, excluding the liquidated amount, per JEV 2025-12-004558, amount to be adjusted on 2026
8	19901040 Advances to Officers and Employees (STF)	**AHARUL, JOLLIBEE ANGCHANGCO**	Cash advance for the travel expenses during the PARNUAY: 3rd Creativity in the Philippines Higher Education Summit at Batac City, Ilocos Norte on Dec. 15-19, 2025	11-Dec-2025	27,550.00	31-Dec-2025	Less than 3 months	connected							Already liquidated, however during AP booking only reimbursement amounts were recorded, excluding the liquidated amount, per JEV 2025-12-004558, amount to be adjusted on 2026
9	19901040 Advances to Officers and Employees (STF)	**DACLAN, EDMUND HERBIAS**	Cash advance for the travel expenses during the PARNUAY: 3rd Creativity in the Philippines Higher Education Summit at Batac City, Ilocos Norte on Dec. 15-19, 2025	11-Dec-2025	27,550.00	31-Dec-2025	Less than 3 months	connected							Already liquidated, however during AP booking only reimbursement amounts were recorded, excluding the liquidated amount, per JEV 2025-12-004558, amount to be adjusted on 2026
10	19901040 Advances to Officers and Employees (STF)	**BASNILLO, CHARLENE QUINEZ**	Cash advance of CARLSTEIN JANE EVASCO ET AL for attending the seminar on Updates of RA 12009 and Ethics and Accountability on Sep. 23-25, 2025 Puerto Princesa City Palawan	19-Sep-2025	0.30	31-Dec-2025	Less than 3 months	connected							Already liquidated per JEV-2025-10-003359 , amount paid recorded per JEV-2025-10-003467, remaining amount for adjusmtent
11	19901030 Advances to Special Disbursing Officer	**BUSTAMANTE, JESON ABILA**	Cash advance of JESON BUSTAMANTE for the 117th Regular BOR Meeting on December 17, 2025 at the CHED Central Office, Quezon City	16-Dec-2025	130,000.00	31-Dec-2025	Less than 3 months	connected							
			TOTAL		**342,650.98**										

Note: ** For Agency Official, indicate if the agency requested for write off.
For Auditor, indicate if a Narrative Report was prepared
Column Nos. 1-9 to be filled up by responsible Agency Official/Accountant

Column Nos. 10-16 to be filled up by the concerned ATL
Cut-off Date: December 31, 2025

Certified Correct:	Verified:
PAOLO GILBERTO B. CAPUL	**JAMES KEVIN M. MAGHINAY**
Accountant III	SA I/ OIC-Audit Team Leader