



JOHN HAY MANAGEMENT CORPORATION
a member of The BCDA Group

Budget Monitoring Report

MANAGEMENT & ADMIN. COSTS / ESTATE MANAGEMENT FEE

As of 31 July 2017

| Account Code | EXPENSE ACCOUNT | CY2017 Approved Budget | Budget as of 31 July 2017 | EXPENSES | | | | BALANCE (Budget less Expenses) | % BUDGET UTILIZATION |
|---------------------------|---|------------------------|---------------------------|----------------------|-------------------|-----------|----------------------|--------------------------------|----------------------|
| | | | | Liquidated | Unliquidated | Input Tax | TOTAL | | |
| | | A | B | C | D | E | F = C+D+E | G = B - F | H=F/B |
| PERSONNEL SERVICES | | | | | | | | | |
| 701 | Salaries and Wages-Regular | 16,490,805.77 | 9,619,636.70 | 8,604,066.44 | 194,892.46 | - | 8,798,958.90 | 820,677.80 | |
| 711 | Personnel Economic Relief Allowance | 684,000.00 | 399,000.00 | 367,553.37 | 7,000.00 | - | 374,553.37 | 24,446.63 | |
| 713 | Representation Allowance | 1,596,000.00 | 931,000.00 | 833,687.50 | 24,500.00 | - | 858,187.50 | 72,812.50 | |
| 714 | Transportation Allowance | 1,476,000.00 | 861,000.00 | 742,414.31 | 24,500.00 | - | 766,914.31 | 94,085.69 | |
| 715 | Clothing/Uniform Allowance | 232,000.00 | 196,000.00 | 196,000.00 | - | - | 196,000.00 | 0.00 | |
| 725 | Mid-Year Bonus | 1,390,094.40 | 1,390,094.40 | 1,125,668.94 | - | - | 1,125,668.94 | 264,425.46 | |
| 725A | Year-End Bonus | 1,390,094.40 | | - | - | - | - | 0.00 | |
| 724 | Cash Gift | 285,000.00 | | - | - | - | - | 0.00 | |
| 749.1 | Fringe Benefit | 352,941.18 | 205,882.35 | 196,470.58 | 9,411.76 | - | 205,882.34 | 0.01 | |
| 719.2 | Rice Subsidy | 1,231,200.00 | 718,200.00 | 661,282.46 | 12,600.00 | - | 673,882.46 | 44,317.54 | |
| | Life/Medical Insurance | 684,000.00 | | - | - | - | - | 0.00 | |
| 719 | Year End Benefit (Christmas Gift Check) | 1,710,000.00 | | - | - | - | - | 0.00 | |
| 719.A | Anniversary Bonus | 285,000.00 | 285,000.00 | 270,000.00 | 5,000.00 | - | 275,000.00 | 10,000.00 | |
| 723 | Overtime and Night Pay | 419,056.64 | 244,449.71 | 407,964.31 | - | - | 407,964.31 | (163,514.60) | |
| 742 | Leave Monetization | 664,586.06 | 6,975.33 | 6,975.33 | - | - | 6,975.33 | 0.00 | |
| PEI | Productivity Enhancement Incentive | 285,000.00 | | - | - | - | - | 0.00 | |
| PBB | Performance Based Bonus | 1,995,000.00 | | - | - | - | - | 0.00 | |
| 731 | SSS Life and Retirement Insurance Cont. | 762,753.80 | 444,939.72 | 404,586.60 | - | - | 404,586.60 | 40,353.12 | |
| 734 | ECC Contributions | 18,120.00 | 10,570.00 | 9,730.00 | - | - | 9,730.00 | 840.00 | |
| 732 | PAG-IBIG Contributions | 68,400.00 | 39,900.00 | 36,750.00 | - | - | 36,750.00 | 3,150.00 | |
| 733 | PHILHEALTH Contributions | 189,643.75 | 110,625.52 | 97,162.50 | - | - | 97,162.50 | 13,463.02 | |
| TOTAL PS | | 32,209,696.00 | 15,463,273.73 | 13,960,312.34 | 277,904.22 | | 14,238,216.56 | 1,225,057.16 | 92.08% |

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| MAINTENANCE & OTHER OPERATING EXPENSES | | | | | | | | | |
| 751 | Travelling Expenses-Local | 2,500,000.00 | 1,458,333.33 | 1,228,452.93 | 206,974.14 | 21,283.74 | 1,456,710.81 | 1,622.52 | |
| 771 to 775 | Communication Expenses | 950,000.00 | 554,166.67 | 420,656.84 | 84,720.53 | 48,789.30 | 554,166.67 | 0.00 | |
| | Repairs & Maintenance: | | | - | - | - | - | 0.00 | |
| 815 | Building & Facilities | 260,000.00 | 10,000.00 | 5,376.00 | 2,500.00 | - | 7,876.00 | 2,124.00 | |
| 821 | Furnitures, Fixtures & Equipment | 492,000.00 | 60,000.00 | 47,681.75 | - | 4,355.70 | 52,037.45 | 7,962.55 | |
| 841 | Motor Vehicles | 1,000,000.00 | 500,000.00 | 221,530.30 | 235,000.00 | 24,996.66 | 481,526.96 | 18,473.04 | |
| | Supplies & Materials: | | | - | - | - | - | 0.00 | |
| 755 | Office Supplies Expenses | 2,100,000.00 | 400,000.00 | 330,617.87 | 50,000.00 | - | 380,617.87 | 19,382.13 | |
| 761 | Fuel, Oil, and Lubricants Expenses | 1,200,000.00 | 700,000.00 | 362,959.69 | 50,000.00 | 31,894.18 | 444,853.87 | 255,146.13 | |
| 782 | Rent Expense | 5,000.00 | | - | - | - | - | 0.00 | |
| 766 to 767 | Water & Illumination Expenses | 340,000.00 | 198,333.33 | 59,150.40 | 40,000.00 | 6,349.69 | 105,500.09 | 92,833.24 | |
| 792 | Auditing Services | 2,000,000.00 | 10,886.78 | 10,886.78 | - | - | 10,886.78 | 0.00 | |
| 753 | Training and Personnel Development | 2,400,000.00 | 731,159.51 | 510,112.05 | 200,000.00 | 21,047.46 | 731,159.51 | 0.00 | |
| 783 | Representation Expenses | 1,200,000.00 | 600,000.00 | 545,942.24 | 43,227.95 | 10,829.81 | 600,000.00 | 0.00 | |
| 786 | Subscription Expenses | 65,000.00 | 37,916.67 | - | 25,000.00 | - | 25,000.00 | 12,916.67 | |
| 778 | Membership Dues and Cont. to Organizations | 15,000.00 | | - | - | - | - | 0.00 | |
| 891 | Taxes, Duties and Licenses | 120,000.00 | 45,500.00 | 45,500.00 | - | - | 45,500.00 | 0.00 | |
| 780 | Marketing and Advertising Expenses | 1,118,453.00 | 100,000.00 | 47,825.90 | 25,000.00 | 2,038.50 | 74,864.40 | 25,135.60 | |
| | Fidelity Bonds Insurance Premiums: | | | - | - | - | - | 0.00 | |
| 893 | Insurance Expenses | 20,000.00 | | - | - | - | - | 0.00 | |
| CAR | Car Insurance & Registration | 150,000.00 | 70,000.00 | 63,375.79 | - | - | 63,375.79 | 6,624.21 | |
| 892 | Fidelity Bond Premiums | 80,000.00 | 52,291.95 | 52,291.95 | - | - | 52,291.95 | 0.00 | |
| 797 | Security Services | 1,605,000.00 | 936,250.00 | 718,540.20 | 121,063.14 | 7,838.63 | 847,441.97 | 88,808.03 | |
| 799 | Professional Services | 3,000,000.00 | 1,750,000.00 | 1,751,084.34 | 36,000.00 | - | 1,787,084.34 | (37,084.34) | |
| 795 | General Services | 172,000.00 | 100,333.33 | 37,364.18 | 60,000.00 | - | 97,364.18 | 2,969.15 | |
| 791 | Legal Services | 500,000.00 | 100,000.00 | 60,553.52 | - | 205.71 | 60,759.23 | 39,240.77 | |
| GAD | Gender & Development | 1,000,000.00 | 30,000.00 | 16,277.14 | - | 996.97 | 17,274.11 | 12,725.89 | |
| 796 | Janitorial Services | 900,000.00 | 525,000.00 | - | 450,000.00 | - | 450,000.00 | 75,000.00 | |

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|---------------------------------|-------------------------------------|------------------------|---------------------------|----------------------|---------------------|-------------------|----------------------|--------------------------------|----------------------|
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| | | A | B | C | D | E | F = C+D+E | G = B - F | H=F/B |
| 781 | Printing and Binding Expenses | 450,000.00 | 150,000.00 | 94,825.61 | 22,800.00 | 10,143.06 | 127,768.67 | 22,231.33 | |
| CSR | Corporate Social Responsibility | 300,000.00 | | - | - | - | - | 0.00 | |
| 969 | Miscellaneous Expenses | 1,000,000.00 | 375,000.00 | 360,034.78 | - | 13,106.38 | 373,141.16 | 1,858.84 | |
| QMS | Govt. Quality Mgmt. System Standard | 1,000,000.00 | 100,000.00 | 75,914.06 | - | 6,885.84 | 82,799.90 | 17,200.10 | |
| | DOLF | 1,000,000.00 | | - | - | - | - | 0.00 | |
| 751bod | Travelling Expenses-BOD | 800,000.00 | 466,666.67 | 660,611.73 | 150,000.00 | - | 810,611.73 | (343,945.06) | |
| 753bod | Planning Expenses - BOD | 400,000.00 | 400,000.00 | 292,329.61 | 101,332.20 | 6,338.19 | 400,000.00 | 0.00 | |
| 783bod | Meal Expenses-BOD | 600,000.00 | 350,000.00 | 328,120.59 | 9,424.11 | 12,455.30 | 350,000.00 | 0.00 | |
| TOTAL MOOE | | 28,742,453.00 | 10,811,838.24 | 8,348,016.24 | 1,913,042.07 | 229,555.13 | 10,490,613.44 | 321,224.80 | 97.03% |
| BOD EXPENSES | | | | | | | | | |
| I. Per Diems | | | | | | | | | |
| | | | | - | | | | | |
| 751bm | BOD Per Diem | 1,200,000.00 | 700,000.00 | 492,000.00 | - | - | 492,000.00 | 208,000.00 | |
| 751bc | BOD Chairman | 144,000.00 | 84,000.00 | 78,000.00 | - | - | 78,000.00 | 6,000.00 | |
| 751bs | Corporate Secretary Per Diem | 120,000.00 | 70,000.00 | 55,000.00 | - | - | 55,000.00 | 15,000.00 | |
| 751bcor | BOD Per Diem (Committee Meeting) | 792,000.00 | 462,000.00 | 321,000.00 | 24,000.00 | - | 345,000.00 | 117,000.00 | |
| II. Other Expenses | | | | | | | | | |
| | | | | - | - | - | - | 0.00 | |
| 751EO | Transportation Expenses | 1,320,000.00 | 770,000.00 | 243,448.34 | 200,000.00 | - | 443,448.34 | 326,551.66 | |
| 783EO | Representation Expenses | 1,320,000.00 | 770,000.00 | 137,660.48 | 150,000.00 | - | 287,660.48 | 482,339.52 | |
| 773EO | Communication Expenses | 330,000.00 | 192,500.00 | 38,011.86 | 75,000.00 | - | 113,011.86 | 79,488.14 | |
| PBI | Performance Based Incentive | 2,136,000.00 | | - | - | - | - | 0.00 | |
| TOTAL BOD EXPENSES | | 7,362,000.00 | 3,048,500.00 | 1,365,120.68 | 449,000.00 | | 1,814,120.68 | 1,234,379.32 | 59.51% |
| TOTAL OPERATING EXPENSES | | 68,314,149.00 | 29,323,611.97 | 23,673,449.26 | 2,639,946.30 | 229,555.13 | 26,542,950.69 | 2,780,661.28 | 90.52% |

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| CAPITAL OUTLAY | | | | | | | | | |
| A. OFFICE EQUIPMENT, FURNITURE & FIX | | 1,605,000.00 | | | | | | | |
| | (3) Laptops | 120,000.00 | | - | - | - | - | 0.00 | |
| | Laser Printer | 40,000.00 | | - | - | - | - | 0.00 | |
| | Integrated Audio System | 250,000.00 | | - | - | - | - | 0.00 | |
| | Digital Projector w/ white screen | 80,000.00 | | - | - | - | - | 0.00 | |
| | Barcode Printer | 35,000.00 | | - | - | - | - | 0.00 | |
| | Scanner | 80,000.00 | | - | - | - | - | 0.00 | |
| | Information System | 1,000,000.00 | | - | - | - | - | 0.00 | |
| TOTAL CAPITAL OUTLAY | | 1,605,000.00 | | | | | | 0.00 | 0.00% |
| GRAND TOTAL | | 69,919,149.00 | 29,323,611.97 | 23,673,449.26 | 2,639,946.30 | 229,555.13 | 26,542,950.69 | 2,780,661.28 | 90.52% |

Certified correct:


JENNYLYN A. ESPOSO
 Budget Officer


RONALD B. ZAMBRANO
 Finance Manager

Recommending Approval:

JANE THERESA G. TABALINGCOS
 Vice President & COO

Approved by:


ALLAN R. GARCIA
 President & CEO

John Hay Management Corporation

a member of the BCDA Group



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