



JOHN HAY MANAGEMENT CORPORATION
a member of The BCDA Group

Budget Monitoring Report

MANAGEMENT & ADMIN. COSTS / ESTATE MANAGEMENT FEE

As of 31 October 2017

Account Code	EXPENSE ACCOUNT	CY2017 Approved Budget	Budget Realignment	Revised Budget	Budget as of 31 October 2017	EXPENSES				BALANCE (Budget less Expenses)	% BUDGET UTILIZATION
						Liquidated	Unliquidated	Input Tax	TOTAL		
		A	B	C = A+B	D	E	F	G	H = E+F+G	I = D - H	J=H/D
PERSONNEL SERVICES											
701	Salaries and Wages-Regular	16,490,805.77	(300,000.00)	16,190,805.77	13,442,338.14	12,395,198.80	278,417.80	-	12,673,616.60	768,721.54	
711	Personnel Economic Relief Allowance	684,000.00		684,000.00	570,000.00	528,283.66	10,000.00	-	538,283.66	31,716.34	
713	Representation Allowance	1,596,000.00		1,596,000.00	1,330,000.00	1,197,287.50	35,000.00	-	1,232,287.50	97,712.50	
714	Transportation Allowance	1,476,000.00		1,476,000.00	1,230,000.00	1,058,283.27	35,000.00	-	1,093,283.27	136,716.73	
715	Clothing/Uniform Allowance	232,000.00		232,000.00	212,000.00	212,000.00	-	-	212,000.00	0.00	
725	Mid-Year Bonus	1,390,094.40		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		1,390,094.40		-	-	-	-	0.00	
724	Cash Gift	285,000.00		285,000.00		-	-	-	-	0.00	
749.1	Fringe Benefit	352,941.18		352,941.18	294,117.65	284,705.87	9,411.77	-	294,117.64	0.00	
719.2	Rice Subsidy	1,231,200.00		1,231,200.00	1,026,000.00	953,484.36	16,200.00	-	969,684.36	56,315.64	
	Life/Medical Insurance	684,000.00		684,000.00		-	-	-	-	0.00	
719	Year End Benefit (Christmas Gift Check)	1,710,000.00		1,710,000.00		-	-	-	-	0.00	
719.A	Anniversary Bonus	285,000.00		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	300,000.00	719,056.64	599,213.87	515,353.44	-	-	515,353.44	83,860.43	
742	Leave Monetization	664,586.06		664,586.06	516,342.92	516,342.92	-	-	516,342.92	0.00	
PEI	Productivity Enhancement Incentive	285,000.00		285,000.00		-	-	-	-	0.00	
PBB	Performance Based Bonus	1,995,000.00		1,995,000.00		-	-	-	-	0.00	
731	SSS Life and Retirement Insurance Cont.	762,753.80		762,753.80	635,628.17	582,284.80	-	-	582,284.80	53,343.37	
734	ECC Contributions	18,120.00		18,120.00	15,100.00	13,930.00	-	-	13,930.00	1,170.00	
732	PAG-IBIG Contributions	68,400.00		68,400.00	57,000.00	52,750.00	-	-	52,750.00	4,250.00	
733	PHILHEALTH Contributions	189,643.75		189,643.75	158,036.46	140,125.00	-	-	140,125.00	17,911.46	
TOTAL PS		32,209,696.00		32,209,696.00	21,760,871.60	19,845,698.56	389,029.57		20,234,728.13	1,526,143.47	92.99%

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						Liquidated	Unliquidated	Input Tax	TOTAL		
		A	B	C = A+B	D	E	F	G	H = E+F+G	I = D - H	J=H/D
MAINTENANCE & OTHER OPERATING EXPENSES											
751	Travelling Expenses-Local	2,500,000.00	500,000.00	3,000,000.00	2,500,000.00	2,139,967.25	250,000.00	61,426.73	2,451,393.98	48,606.02	
771 to 775	Communication Expenses	950,000.00		950,000.00	791,666.67	630,192.88	88,004.44	73,469.35	791,666.67	0.00	
	Repairs & Maintenance:					-	-	-	-	0.00	
815	Building & Facilities	260,000.00	(70,000.00)	190,000.00	160,000.00	38,134.75	8,000.00	2,870.25	49,005.00	110,995.00	
821	Furnitures, Fixtures & Equipment	492,000.00		492,000.00	210,000.00	85,181.75	90,000.00	4,355.70	179,537.45	30,462.55	
841	Motor Vehicles	1,000,000.00		1,000,000.00	800,000.00	382,792.24	300,000.00	43,268.11	726,060.35	73,939.65	
	Supplies & Materials:					-	-	-	-	0.00	
755	Office Supplies Expenses	2,100,000.00	(65,000.00)	2,035,000.00	1,700,000.00	361,088.87	1,275,000.00	-	1,636,088.87	63,911.13	
761	Fuel, Oil, and Lubricants Expenses	1,200,000.00	(235,000.00)	965,000.00	804,166.67	599,003.52	57,328.30	51,187.93	707,519.75	96,646.92	
782	Rent Expense	5,000.00		5,000.00		-	-	-	-	0.00	
766 to 767	Water & Illumination Expenses	340,000.00	(130,000.00)	210,000.00	283,333.33	92,859.82	8,000.00	10,063.97	110,923.79	172,409.54	
792	Auditing Services	2,000,000.00		2,000,000.00	20,000.00	10,886.78	-	-	10,886.78	9,113.22	
753	Training and Personnel Development	2,400,000.00		2,400,000.00	1,400,000.00	1,152,153.24	50,000.00	67,631.29	1,269,784.53	130,215.47	
783	Representation Expenses	1,200,000.00		1,200,000.00	1,000,000.00	797,173.93	184,731.07	18,095.00	1,000,000.00	0.00	
786	Subscription Expenses	65,000.00		65,000.00	54,166.67	16,471.43	20,000.00	1,976.57	38,448.00	15,718.67	
778	Membership Dues and Cont. to Organizations	15,000.00		15,000.00		-	-	-	-	0.00	
891	Taxes, Duties and Licenses	120,000.00		120,000.00	48,170.00	48,170.00	-	-	48,170.00	0.00	
780	Marketing and Advertising Expenses	1,118,453.00	(290,000.00)	828,453.00	350,000.00	135,291.19	50,000.00	8,430.21	193,721.40	156,278.60	
	Fidelity Bonds Insurance Premiums:					-	-	-	-	0.00	
893	Insurance Expenses	20,000.00	120,000.00	140,000.00		-	-	-	-	0.00	
CAR	Car Insurance & Registration	150,000.00		150,000.00	80,000.00	59,418.87	-	-	59,418.87	20,581.13	
892	Fidelity Bond Premiums	80,000.00		80,000.00	52,291.95	52,291.95	-	-	52,291.95	0.00	
797	Security Services	1,605,000.00	(110,000.00)	1,495,000.00	1,245,833.33	1,137,688.65	-	12,411.17	1,150,099.82	95,733.51	
799	Professional Services	3,000,000.00	400,000.00	3,400,000.00	2,833,333.33	2,602,321.77	231,011.56	-	2,833,333.33	0.00	
795	General Services	172,000.00		172,000.00	143,333.33	72,082.85	48,610.33	-	120,693.18	22,640.15	
791	Legal Services	500,000.00	(120,000.00)	380,000.00	200,000.00	74,070.84	30,000.00	205.71	104,276.55	95,723.45	
GAD	Gender & Development	1,000,000.00		1,000,000.00	500,000.00	275,196.50	50,000.00	1,155.49	326,351.99	173,648.01	
796	Janitorial Services	900,000.00		900,000.00	750,000.00	-	699,164.54	-	699,164.54	50,835.46	
781	Printing and Binding Expenses	450,000.00		450,000.00	250,000.00	195,865.22	32,046.99	22,087.79	250,000.00	0.00	
CSR	Corporate Social Responsibility	300,000.00	(200,000.00)	100,000.00		-	-	-	-	0.00	

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969	Miscellaneous Expenses	1,000,000.00		1,000,000.00	500,000.00	424,892.67	50,000.00	13,272.99	488,165.66	11,834.34	
QMS	Govt. Quality Mgmt. System Standard	1,000,000.00	(100,000.00)	900,000.00	500,000.00	200,226.60	200,000.00	13,635.84	413,862.44	86,137.56	
	DOLF	1,000,000.00		1,000,000.00		-	-	-	-	0.00	
PIPP	Phil. Investment & Promotions Plan		300,000.00	300,000.00		-	-	-	-	0.00	
751bod	Travelling Expenses-BOD	800,000.00	700,000.00	1,500,000.00	1,250,000.00	986,804.80	252,748.23	10,446.97	1,250,000.00	0.00	
753bod	Planning Expenses - BOD	400,000.00		400,000.00	400,000.00	376,848.65	5,100.00	11,154.46	393,103.11	6,896.89	
783bod	Meal Expenses-BOD	600,000.00		600,000.00	500,000.00	452,619.39	34,925.31	12,455.30	500,000.00	0.00	
ICD	BOD membership - Inst. Of Corp. Directors		100,000.00	100,000.00		-	-	-	-	0.00	
COH	Compliance Officer honorarium		42,000.00	42,000.00	28,000.00	-	-	-	-	28,000.00	
TOTAL MOOE		28,742,453.00	842,000.00	29,584,453.00	19,354,295.28	13,399,696.40	4,014,670.77	439,600.83	17,853,968.01	1,500,327.27	
BOD EXPENSES											
I. Per Diems											
751bm	BOD Per Diem	1,200,000.00		1,200,000.00	1,000,000.00	722,000.00	-	-	722,000.00	278,000.00	
751bc	BOD Chairman	144,000.00		144,000.00	120,000.00	114,000.00	-	-	114,000.00	6,000.00	
751bs	Corporate Secretary Per Diem	120,000.00		120,000.00	100,000.00	65,000.00	-	-	65,000.00	35,000.00	
751bcon	BOD Per Diem (Committee Meeting)	792,000.00		792,000.00	660,000.00	531,000.00	21,000.00	-	552,000.00	108,000.00	
II. Other Expenses											
751EO	Transportation Expenses	1,320,000.00	(142,000.00)	1,178,000.00	981,666.67	331,787.57	200,000.00	-	531,787.57	449,879.10	
783EO	Representation Expenses	1,320,000.00	(700,000.00)	620,000.00	516,666.67	204,642.35	100,000.00	-	304,642.35	212,024.32	
773EO	Communication Expenses	330,000.00		330,000.00	275,000.00	67,739.91	100,000.00	-	167,739.91	107,260.09	
PBI	Performance Based Incentive	2,136,000.00		2,136,000.00		-	-	-	-	0.00	
TOTAL BOD EXPENSES		7,362,000.00	(842,000.00)	6,520,000.00	3,653,333.33	2,036,169.83	421,000.00		2,457,169.83	1,196,163.50	67.26%
TOTAL OPERATING EXPENSES		68,314,149.00		68,314,149.00	44,768,500.22	35,281,564.79	4,824,700.34	439,600.83	40,545,865.97	4,222,634.24	90.57%

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CAPITAL OUTLAY											
A. OFFICE EQUIPMENT, FURNITURE & FIXTURES		1,605,000.00		1,605,000.00	355,000.00	295,090.00			295,090.00	59,910.00	
	(3) Laptops	120,000.00		120,000.00	120,000.00	100,740.00	-	-	100,740.00	19,260.00	
	Laser Printer	40,000.00		40,000.00	40,000.00	35,200.00	-	-	35,200.00	4,800.00	
	Integrated Audio System	250,000.00		250,000.00		-	-	-	-	0.00	
	Digital Projector w/ white screen	80,000.00		80,000.00	80,000.00	74,285.00	-	-	74,285.00	5,715.00	
	Barcode Printer	35,000.00		35,000.00	35,000.00	32,500.00	-	-	32,500.00	2,500.00	
	Scanner	80,000.00		80,000.00	80,000.00	52,365.00	-	-	52,365.00	27,635.00	
	Information System	1,000,000.00		1,000,000.00		-	-	-	-	0.00	
TOTAL CAPITAL OUTLAY		1,605,000.00		1,605,000.00	355,000.00	295,090.00			295,090.00	59,910.00	83.12%
GRAND TOTAL		69,919,149.00		69,919,149.00	45,123,500.22	35,576,654.79	4,824,700.34	439,600.83	40,840,955.97	4,282,544.24	90.51%

Certified correct:

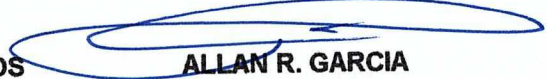

JENNYLYN A. ESOSO
 Budget Officer


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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