

BUDGET MONITORING REPORT

Management and Administrative Cost

As of 28 February 2015

| Account Code | EXPENSE ACCOUNT | Mgmt. & Admin. Cost | EXPENSES | | | BALANCE (Budget less Expenses) | % OF BUDGET UTILIZATION |
|--------------------------|--|----------------------|---------------------|--------------|---------------------|-----------------------------------|-------------------------|
| | | | LIQUIDATED | UNLIQUIDATED | TOTAL | | |
| PERSONAL SERVICES | | | | | | | |
| 701 | Salaries and Wages-Regular | 16,238,888.00 | 2,186,499.92 | - | 2,186,499.92 | 14,052,388.08 | |
| 711 | Personnel Economic Relief Allowance (PERA) | 684,000.00 | 99,190.00 | - | 99,190.00 | 584,810.00 | |
| 713 | Representation Allowance | 1,596,000.00 | 211,700.00 | - | 211,700.00 | 1,384,300.00 | |
| 714 | Transportation Allowance | 1,476,000.00 | 190,585.46 | - | 190,585.46 | 1,285,414.54 | |
| 715 | Clothing/Uniform Allowance | 228,000.00 | 4,000.00 | - | 4,000.00 | 224,000.00 | |
| 725 | 13th Month Pay | 1,361,142.58 | - | - | - | 1,361,142.58 | |
| 724 | Cash Gift | 285,000.00 | - | - | - | 285,000.00 | |
| 749.1 | Fringe Benefit | 240,000.00 | 40,000.00 | - | 40,000.00 | 200,000.00 | |
| 719.2 | Rice Subsidy | 1,231,200.00 | 180,000.00 | - | 180,000.00 | 1,051,200.00 | |
| | Life/Medical Insurance | 684,000.00 | - | - | - | 684,000.00 | |
| 719 | Year End Benefit (Christmas Gift Check) | 1,710,000.00 | - | - | - | 1,710,000.00 | |
| 719 | Anniversary Bonus | 285,000.00 | - | - | - | 285,000.00 | |
| 723 | Overtime and Night Pay | 409,600.00 | 49,615.35 | - | 49,615.35 | 359,984.65 | |
| 742 | Leave Monetization | 650,744.57 | - | - | - | 650,744.57 | |
| PBI | Productivity Enhancement Incentive | 285,000.00 | - | - | - | 285,000.00 | |
| PBB | Performance Based Bonus | 1,995,000.00 | - | - | - | 1,995,000.00 | |
| 731 | SSS Life and Retirement Insurance Cont. | 758,120.10 | 107,850.20 | - | 107,850.20 | 650,269.90 | |
| 734 | ECC Contributions | 18,120.00 | 2,530.00 | - | 2,530.00 | 15,590.00 | |
| 732 | PAG-IBIG Contributions | 68,400.00 | 9,900.00 | - | 9,900.00 | 58,500.00 | |
| 733 | PHILHEALTH Contributions | 186,993.75 | 25,212.50 | - | 25,212.50 | 161,781.25 | |
| TOTAL PS | | 30,391,209.00 | 3,107,083.43 | | 3,107,083.43 | 27,284,125.57 | 10.22% |

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|---|--|---------------------|------------|--------------|------------|-----------------------------------|-------------------------|
| | | | LIQUIDATED | UNLIQUIDATED | TOTAL | | |
| MAINTENANCE & OTHER OPERATING EXPENSES | | | - | | - | - | |
| 751 | Travelling Expenses-Local | 1,850,000.00 | 181,426.40 | 98,000.00 | 279,426.40 | 1,570,573.60 | |
| 751bod | Travelling Expenses-BOD | 800,000.00 | 54,958.64 | 21,800.00 | 76,758.64 | 723,241.36 | |
| 771 to 774 | Communication Expenses | 900,000.00 | 48,818.35 | 56,000.00 | 104,818.35 | 795,181.65 | |
| | Repairs & Maintenance: | | - | - | - | - | |
| 815 | Building & Facilities | 235,000.00 | - | - | - | 235,000.00 | |
| 821 | Furnitures, Fixtures & Equipment | 350,000.00 | - | - | - | 350,000.00 | |
| 841 | Motor Vehicles | 950,000.00 | 15,740.57 | 50,400.00 | 66,140.57 | 883,859.43 | |
| | Supplies & Materials: | | - | - | - | - | |
| 755 | Office Supplies Expenses | 2,000,000.00 | 4,440.00 | 171,000.00 | 175,440.00 | 1,824,560.00 | |
| 761 | Fuel, Oil, and Lubricants Expenses | 1,400,000.00 | 67,611.03 | 57,000.00 | 124,611.03 | 1,275,388.97 | |
| 782 | Rent Expense | 20,000.00 | - | - | - | 20,000.00 | |
| 766 to 767 | Water & Illumination Expenses | 580,000.00 | 54,184.55 | 59,623.00 | 113,807.55 | 466,192.45 | |
| 792 | Auditing Services | 1,200,000.00 | - | - | - | 1,200,000.00 | |
| 753 | Training and Personnel Development | 1,000,000.00 | 56,005.40 | 59,350.00 | 115,355.40 | 884,644.60 | |
| 753bod | Planning Expenses - BOD | 400,000.00 | - | - | - | 400,000.00 | |
| 783 | Representation Expenses | 1,400,000.00 | 94,358.07 | 120,000.00 | 214,358.07 | 1,185,641.93 | |
| 783bod | Meal Expenses-BOD | 600,000.00 | 83,129.50 | - | 83,129.50 | 516,870.50 | |
| 786 | Subscription Expenses | 65,000.00 | - | 3,776.00 | 3,776.00 | 61,224.00 | |
| 778 | Membership Dues and Cont. to Organizations | 15,000.00 | - | - | - | 15,000.00 | |
| 891 | Taxes, Duties and Licenses | 105,000.00 | 16,000.00 | - | 16,000.00 | 89,000.00 | |
| 780 | Marketing and Advertising Expenses | 1,290,000.00 | 270,050.96 | 18,480.00 | 288,530.96 | 1,001,469.04 | |
| | Fidelity Bonds Insurance Premiums: | | - | - | - | - | |
| 893 | Insurance Expenses | 45,000.00 | - | - | - | 45,000.00 | |
| CAR | Car Insurance & Registration | 280,000.00 | 11,895.79 | - | 11,895.79 | 268,104.21 | |
| 892 | Fidelity Bond Premiums | 30,000.00 | - | - | - | 30,000.00 | |
| 797 | Security Services | 1,590,000.00 | 58,686.85 | 176,060.00 | 234,746.85 | 1,355,253.15 | |
| 793 | Consultancy Services | 500,000.00 | - | - | - | 500,000.00 | |
| 799 | Professional Services | 2,680,000.00 | 273,574.02 | - | 273,574.02 | 2,406,425.98 | |
| PRP | Public Relations Program | 250,000.00 | - | - | - | 250,000.00 | |

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|--|--|----------------------|---------------------|---------------------|---------------------|-----------------------------------|-------------------------|
| | | | LIQUIDATED | UNLIQUIDATED | TOTAL | | |
| 795 | General Services | 230,000.00 | - | 4,500.00 | 4,500.00 | 225,500.00 | |
| 791 | Legal Services | 1,861,791.00 | 12,010.00 | 3,600.00 | 15,610.00 | 1,846,181.00 | |
| GAD | Gender & Development | 1,000,000.00 | - | - | - | 1,000,000.00 | |
| 796 | Janitorial Services | 650,000.00 | - | 120,000.00 | 120,000.00 | 530,000.00 | |
| 781 | Printing and Binding Expenses | 465,000.00 | 29,239.27 | 29,532.00 | 58,771.27 | 406,228.73 | |
| CSR | Corporate Social Responsibility | 250,000.00 | - | - | - | 250,000.00 | |
| 969 | Miscellaneous Expenses | 650,000.00 | 78,408.33 | - | 78,408.33 | 571,591.67 | |
| | DOLF for JHMC Management | 2,000,000.00 | - | - | - | 2,000,000.00 | |
| | DOLF for BODs | 2,000,000.00 | - | - | - | 2,000,000.00 | |
| QMS | Govt. Quality Mgmt. System Standard (QMSS) | 500,000.00 | - | - | - | 500,000.00 | |
| TOTAL MOOE | | 30,141,791.00 | 1,410,537.73 | 1,049,121.00 | 2,459,658.73 | 27,682,132.27 | 8.16% |
| BOD EXPENSES | | | - | | - | - | |
| I. Per Diems | | | - | | - | - | |
| 751bm | BOD Per Diem | 1,200,000.00 | 185,000.00 | - | 185,000.00 | 1,015,000.00 | |
| 751bc | BOD Chairman | 144,000.00 | 24,000.00 | - | 24,000.00 | 120,000.00 | |
| 751bs | Corporate Secretary Per Diem | 120,000.00 | - | - | - | 120,000.00 | |
| 751bcom | BOD Per Diem (Committee Meeting) | 792,000.00 | 141,000.00 | - | 141,000.00 | 651,000.00 | |
| II. Other Expenses | | | - | | - | - | |
| 751EO | Transportation Expenses | 1,320,000.00 | 69,874.72 | 58,793.00 | 128,667.72 | 1,191,332.28 | |
| 783EO | Representation Expenses | 1,320,000.00 | 51,828.28 | 40,000.00 | 91,828.28 | 1,228,171.72 | |
| 773EO | Communication Expenses | 330,000.00 | 16,000.00 | 13,500.00 | 29,500.00 | 300,500.00 | |
| PBI | Performance Based Incentive | 2,136,000.00 | - | - | - | 2,136,000.00 | |
| TOTAL BOD EXPENSES | | 7,362,000.00 | 487,703.00 | 112,293.00 | 599,996.00 | 6,762,004.00 | 8.15% |
| TOTAL OPERATING EXPENSES | | 67,895,000.00 | 5,005,324.16 | 1,161,414.00 | 6,166,738.16 | 61,728,261.84 | 9.08% |
| CAPITAL OUTLAY | | | - | | - | - | |
| A. OFFICE EQUIPMENT, FURNITURE & FIXTURES | | 665,000.00 | | | | 665,000.00 | |
| | Barcode Reader | 50,000.00 | - | - | - | 50,000.00 | |
| | Desktop Computers | 45,000.00 | - | - | - | 45,000.00 | |
| | Digital Projector | 50,000.00 | - | - | - | 50,000.00 | |

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|---|--|----------------------|---------------------|---------------------|---------------------|--------------------------------|-------------------------|
| | | | LIQUIDATED | UNLIQUIDATED | TOTAL | | |
| | Server Computer Operating System | 50,000.00 | - | - | - | 50,000.00 | |
| | Globodex DMS Additional Full User License | 100,000.00 | - | - | - | 100,000.00 | |
| | Anti-Virus Software (50 Users) | 70,000.00 | - | - | - | 70,000.00 | |
| | Human Resource Information System | 300,000.00 | - | - | - | 300,000.00 | |
| TOTAL CAPITAL OUTLAY | | 665,000.00 | | | | 665,000.00 | 0.00% |
| TOTAL - CY2015 COB | | 68,560,000.00 | 5,005,324.16 | 1,161,414.00 | 6,166,738.16 | 62,393,261.84 | 8.99% |
| CONTINUING BUDGET (from CY2014 budget balance) | | | | | | | |
| QMS | Consultancy Services for the Dev't of Quality Mgmt. System | 893,760.00 | - | | | 893,760.00 | |
| 780 | Marketing Collaterals | 780,000.00 | - | | | 780,000.00 | |
| 780 | Lighting & Vertical Garden at the Historical Core | 300,000.00 | - | | | 300,000.00 | |
| TOTAL CONTINUING BUDGET | | 1,973,760.00 | | | | 1,973,760.00 | |
| GRAND TOTAL | | 70,533,760.00 | 5,005,324.16 | 1,161,414.00 | 6,166,738.16 | 2,909,760.00 | 8.74% |

Certified by:



JENNYLYN A. ESPOSITO

Budget Officer / OIC-Finance Department

Date: 10 March 2015

John Hay Management Corporation

a member of the BCDA Group



FD-BMR-2015-0002