



BUDGET MONITORING REPORT

Management and Administrative Cost

As of 31 January 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	1,113,693.23	-	1,113,693.23	15,125,194.77	
711	Personnel Economic Relief Allowance (PERA)	684,000.00	50,853.18	-	50,853.18	633,146.82	
713	Representation Allowance	1,596,000.00	108,800.00	-	108,800.00	1,487,200.00	
714	Transportation Allowance	1,476,000.00	98,286.14	-	98,286.14	1,377,713.86	
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	20,000.00	-	20,000.00	220,000.00	
719.2	Rice Subsidy	1,231,200.00	91,800.00	-	91,800.00	1,139,400.00	
	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	-	-	-	409,600.00	
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	55,656.30	-	55,656.30	702,463.80	
734	ECC Contributions	18,120.00	1,310.00	-	1,310.00	16,810.00	
732	PAG-IBIG Contributions	68,400.00	5,100.00	-	5,100.00	63,300.00	
733	PHILHEALTH Contributions	186,993.75	13,062.50	-	13,062.50	173,931.25	
TOTAL PS		30,391,209.00	1,562,561.35		1,562,561.35	28,828,647.65	5.14%

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			LIQUIDATED	UNLIQUIDATED	TOTAL		
MAINTENANCE & OTHER OPERATING EXPENSES			-		-	-	
751	Travelling Expenses-Local	1,850,000.00	38,035.14	60,000.00	98,035.14	1,751,964.86	
751bod	Travelling Expenses-BOD	800,000.00	3,852.55	54,000.00	57,852.55	742,147.45	
771 to 774	Communication Expenses	900,000.00	-	62,517.00	62,517.00	837,483.00	
	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	6,490.57	-	6,490.57	943,509.43	
	Supplies & Materials:		-	-	-	-	
755	Office Supplies Expenses	2,000,000.00	-	219,403.00	219,403.00	1,780,597.00	
761	Fuel, Oil, and Lubricants Expenses	1,400,000.00	5,267.13	53,445.00	58,712.13	1,341,287.87	
782	Rent Expense	20,000.00	-	-	-	20,000.00	
766 to 767	Water & Illumination Expenses	580,000.00	40,904.29	36,775.00	77,679.29	502,320.71	
792	Auditing Services	1,200,000.00	-	-	-	1,200,000.00	
753	Training and Personnel Development	1,000,000.00	21,957.90	-	21,957.90	978,042.10	
753bod	Planning Expenses - BOD	400,000.00	-	-	-	400,000.00	
783	Representation Expenses	1,400,000.00	10,200.50	30,762.00	40,962.50	1,359,037.50	
783bod	Meal Expenses-BOD	600,000.00	25,000.00	28,000.00	53,000.00	547,000.00	
786	Subscription Expenses	65,000.00	-	4,000.00	4,000.00	61,000.00	
778	Membership Dues and Cont. to Organizations	15,000.00	-	-	-	15,000.00	
891	Taxes, Duties and Licenses	105,000.00	3,750.00	-	3,750.00	101,250.00	
780	Marketing and Advertising Expenses	1,290,000.00	187,488.00	-	187,488.00	1,102,512.00	
	Fidelity Bonds Insurance Premiums:		-	-	-	-	
893	Insurance Expenses	45,000.00	-	-	-	45,000.00	
CAR	Car Insurance & Registration	280,000.00	10,995.79	-	10,995.79	269,004.21	
892	Fidelity Bond Premiums	30,000.00	-	-	-	30,000.00	
797	Security Services	1,590,000.00	-	117,374.00	117,374.00	1,472,626.00	
793	Consultancy Services	500,000.00	-	-	-	500,000.00	
799	Professional Services	2,680,000.00	115,434.11	-	115,434.11	2,564,565.89	
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	-	5,500.00	5,500.00	1,856,291.00	
GAD	Gender & Development	1,000,000.00	-	-	-	1,000,000.00	
796	Janitorial Services	650,000.00	-	60,000.00	60,000.00	590,000.00	
781	Printing and Binding Expenses	465,000.00	-	10,802.00	10,802.00	454,198.00	
CSR	Corporate Social Responsibility	250,000.00	-	-	-	250,000.00	
969	Miscellaneous Expenses	650,000.00	44,119.50	-	44,119.50	605,880.50	
	DOLF for JHMC Management	2,000,000.00	-	-	-	2,000,000.00	
	DOLF for BODs	2,000,000.00	-	-	-	2,000,000.00	
GQMSS	Govt. Quality Mgmt. System Standard (GQMSS)	500,000.00	-	-	-	500,000.00	
TOTAL MOOE		30,141,791.00	513,495.48	747,078.00	1,260,573.48	28,881,217.52	4.18%
BOD EXPENSES			-		-	-	
I. Per Diems			-		-	-	
751bm	BOD Per Diem	1,200,000.00	95,000.00	-	95,000.00	1,105,000.00	
751bc	BOD Chairman	144,000.00	12,000.00	-	12,000.00	132,000.00	
751bs	Corporate Secretary Per Diem	120,000.00	-	-	-	120,000.00	
751bcom	BOD Per Diem (Committee Meeting)	792,000.00	48,000.00	-	48,000.00	744,000.00	
II. Other Expenses			-		-	-	
751EO	Transportation Expenses	1,320,000.00	-	36,000.00	36,000.00	1,284,000.00	
783EO	Representation Expenses	1,320,000.00	-	20,000.00	20,000.00	1,300,000.00	
773EO	Communication Expenses	330,000.00	-	10,000.00	10,000.00	320,000.00	
PBI	Performance Based Incentive	2,136,000.00	-	-	-	2,136,000.00	
TOTAL BOD EXPENSES		7,362,000.00	155,000.00	66,000.00	221,000.00	7,141,000.00	3.00%
TOTAL OPERATING EXPENSES		67,895,000.00	2,231,056.83	813,078.00	3,044,134.83	64,850,865.17	4.48%
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%
GRAND TOTAL		68,560,000.00	2,231,056.83	813,078.00	3,044,134.83	65,515,865.17	4.44%

Certified by:


JENNYLYN A. ESPOSITO
 Budget Officer / OIC-Finance Department
 Date: 10 February 2015

John Hay Management Corporation
 a member of the BCDA Group

 FD-BMR-2016-0001