

BUDGET MONITORING REPORT

Management and Administrative Cost

As of 31 March 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	3,312,007.07	-	3,312,007.07	12,926,880.93	
711	Personnel Economic Relief Allowance (PERA)	684,000.00	149,193.14	-	149,193.14	534,806.86	
713	Representation Allowance	1,596,000.00	322,900.00	-	322,900.00	1,273,100.00	
714	Transportation Allowance	1,476,000.00	291,610.96	-	291,610.96	1,184,389.04	
715	Clothing/Uniform Allowance	228,000.00	4,000.00	-	4,000.00	224,000.00	
725	13th Month Pay	1,361,142.58	686.00	-	686.00	1,360,456.58	
724	Cash Gift	285,000.00	-	-	-	285,000.00	
749.1	Fringe Benefit	240,000.00	60,000.00	-	60,000.00	180,000.00	
719.2	Rice Subsidy	1,231,200.00	270,000.00	-	270,000.00	961,200.00	
	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	108,708.71	-	108,708.71	300,891.29	
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	163,580.20	-	163,580.20	594,539.90	
734	ECC Contributions	18,120.00	3,840.00	-	3,840.00	14,280.00	
732	PAG-IBIG Contributions	68,400.00	15,000.00	-	15,000.00	53,400.00	
733	PHILHEALTH Contributions	186,993.75	38,512.50	-	38,512.50	148,481.25	
TOTAL PS		30,391,209.00	4,740,038.58		4,740,038.58	25,651,170.42	15.60%

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			LIQUIDATED	UNLIQUIDATED	TOTAL		
MAINTENANCE & OTHER OPERATING EXPENSES			-		-	-	
751	Travelling Expenses-Local	1,850,000.00	381,024.63	124,280.00	505,304.63	1,344,695.37	
751bod	Travelling Expenses-BOD	800,000.00	119,836.97	61,690.00	181,526.97	618,473.03	
771 to 774	Communication Expenses	900,000.00	119,154.52	47,000.00	166,154.52	733,845.48	
	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	66,195.57	120,000.00	186,195.57	763,804.43	
	Supplies & Materials:		-	-	-	-	
755	Office Supplies Expenses	2,000,000.00	16,855.00	240,000.00	256,855.00	1,743,145.00	
761	Fuel, Oil, and Lubricants Expenses	1,400,000.00	132,348.50	-	132,348.50	1,267,651.50	
782	Rent Expense	20,000.00	1,680.00	-	1,680.00	18,320.00	
766 to 767	Water & Illumination Expenses	580,000.00	141,481.06	10,255.00	151,736.06	428,263.94	
792	Auditing Services	1,200,000.00	-	-	-	1,200,000.00	
753	Training and Personnel Development	1,000,000.00	110,299.02	-	110,299.02	889,700.98	
753bod	Planning Expenses - BOD	400,000.00	-	-	-	400,000.00	
783	Representation Expenses	1,400,000.00	232,522.23	114,816.00	347,338.23	1,052,661.77	
783bod	Meal Expenses-BOD	600,000.00	139,985.75	-	139,985.75	460,014.25	
786	Subscription Expenses	65,000.00	-	12,544.00	12,544.00	52,456.00	
778	Membership Dues and Cont. to Organizations	15,000.00	-	-	-	15,000.00	
891	Taxes, Duties and Licenses	105,000.00	47,985.29	-	47,985.29	57,014.71	
780	Marketing and Advertising Expenses	1,290,000.00	295,771.23	44,700.00	340,471.23	949,528.77	
	Fidelity Bonds Insurance Premiums:		-	-	-	-	
893	Insurance Expenses	45,000.00	-	-	-	45,000.00	
CAR	Car Insurance & Registration	280,000.00	18,477.23	-	18,477.23	261,522.77	
892	Fidelity Bond Premiums	30,000.00	-	-	-	30,000.00	
797	Security Services	1,590,000.00	234,747.40	117,373.00	352,120.40	1,237,879.60	
793	Consultancy Services	500,000.00	-	-	-	500,000.00	
799	Professional Services	2,680,000.00	416,091.65	-	416,091.65	2,263,908.35	
PRP	Public Relations Program	250,000.00	15,574.00	-	15,574.00	234,426.00	

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			LIQUIDATED	UNLIQUIDATED	TOTAL		
795	General Services	230,000.00	-	8,505.00	8,505.00	221,495.00	
791	Legal Services	1,861,791.00	20,505.00	5,400.00	25,905.00	1,835,886.00	
GAD	Gender & Development	1,000,000.00	-	-	-	1,000,000.00	
796	Janitorial Services	650,000.00	-	180,000.00	180,000.00	470,000.00	
781	Printing and Binding Expenses	465,000.00	57,961.87	15,500.00	73,461.87	391,538.13	
CSR	Corporate Social Responsibility	250,000.00	-	-	-	250,000.00	
969	Miscellaneous Expenses	650,000.00	94,177.33	-	94,177.33	555,822.67	
	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	148,455.00	76,800.00	225,255.00	274,745.00	
TOTAL MOOE		30,141,791.00	2,811,129.25	1,178,863.00	3,989,992.25	26,151,798.75	13.24%
BOD EXPENSES			-		-	-	
I. Per Diems			-		-	-	
751bm	BOD Per Diem	1,200,000.00	280,000.00	-	280,000.00	920,000.00	
751bc	BOD Chairman	144,000.00	36,000.00	-	36,000.00	108,000.00	
751bs	Corporate Secretary Per Diem	120,000.00	-	-	-	120,000.00	
751bcom	BOD Per Diem (Committee Meeting)	792,000.00	204,000.00	-	204,000.00	588,000.00	
II. Other Expenses			-		-	-	
751EO	Transportation Expenses	1,320,000.00	50,239.44	39,700.00	89,939.44	1,230,060.56	
783EO	Representation Expenses	1,320,000.00	31,434.52	30,000.00	61,434.52	1,258,565.48	
773EO	Communication Expenses	330,000.00	11,165.00	7,000.00	18,165.00	311,835.00	
PBI	Performance Based Incentive	2,136,000.00	-	-	-	2,136,000.00	
TOTAL BOD EXPENSES		7,362,000.00	612,838.96	76,700.00	689,538.96	6,672,461.04	9.37%
TOTAL OPERATING EXPENSES		67,895,000.00	8,164,006.79	1,255,563.00	9,419,569.79	58,475,430.21	13.87%
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	8,164,006.79	1,255,563.00	9,419,569.79	59,140,430.21	13.74%
CONTINUING BUDGET (from CY2014 budget balance)							
QMS	Consultancy Services for the Dev't of Quality Mgmt. System	893,760.00	-	402,192.00			
780	Marketing Collaterals	780,000.00	-				
780	Lighting & Vertical Garden at the Historical Core	300,000.00	-				
TOTAL CONTINUING BUDGET		1,973,760.00		402,192.00			
GRAND TOTAL		70,533,760.00	8,164,006.79	1,657,755.00	9,419,569.79	873,000.00	13.35%

Prepared by:


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Certified by:


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