

## STATEMENT OF ALLOTMENTS, OBLIGATIONS AND BALANCES

As of December, FY 2014

Department: HUMAN RIGHTS VICTIMS' CLAIMS BOARD

Agency/OU: ATTACHED AGENCY

Fund: TRUST FUND

P/AP / ALLOTMENT CLASS / OBJECT OF EXPENDITURE (1)	Allotment Received (2)	Obligations Incurred		Unobligated Balance Allotment (5)=(2)-(4)
		This Report (3)	To Date (4)	
<b>CURRENT YEAR BUDGET</b>				
Personnel Services				
Salaries (Itemized Positions)		1,274,166.70	8,094,982.69	
PERA		93,000.00	435,000.00	
Year End Bonus & Cash Gift			1,198,203.00	
Life and Retirement Insurance Contribution		192,501.81	965,276.69	
Pag-ibig Contributions		7,800.00	41,100.00	
Philhealth Contributions		24,600.00	152,625.00	
Withholding Tax		232,167.17	2,017,366.65	
Uniform Clothing Allowance		115,000.00	115,000.00	
Performance Enhancement Incentive		123,500.00	123,500.00	
Representation Allowance		115,500.00	1,047,000.00	
Transportation Allowance		115,500.00	1,047,000.00	
.....	15,257,949.05	2,293,735.68	15,237,054.03	20,895.02
Sub-total				
Maintenance and Other Operating Expenses				
Withholding Tax MOOE		16,543.89	263,504.92	
Accountable Forms Expenses			3,750.00	
Advertising Expenses		44,620.29	298,377.89	
Extraordinary and Miscellaneous Expenses		132,337.00	1,345,614.50	
Fidelity Bond Expenses			67,500.00	
Internet Subscription Expenses		22,400.00	102,400.00	
Janitorial Services			241,756.42	
Office Supplies Expenses		467,041.03	1,111,852.76	
Other Professional Services		376,697.82	3,551,453.42	
Communication Expenses		50,000.00	534,000.00	
Printing and Binding Expenses		1,265.00	25,837.30	
Training Expenses		49,506.50	148,662.36	
Research and Development Expenses			33,469.64	
Transportation and Delivery Expenses		3,164.00	35,200.00	
Travelling Expenses - Local		384,836.99	4,241,157.23	
Rents Buildings and Structures Expenses		1,153,377.22	2,058,832.24	
Due from Officers and Employees		597,965.75	699,965.75	
Water Expenses		1,970.14	13,883.12	
Electricity Expenses		27,175.82	121,473.17	
Rent - Equipment			217.00	
Taxes, Duties and Licenses		116,729.72	489,869.11	
Subscription Expenses		11,282.00	17,681.00	
Mobile		300.00	3,921.00	
Telephone		4,702.35	17,554.26	
Other Materials and Supplies Expense		28,083.07	123,753.75	
Other Maintenance and Operating Expenses		3,016.75	11,099.25	
Repairs and Maintenance		299,904.28	299,904.28	
Sub-total	15,865,717.45	3,792,919.62	15,862,690.37	3,027.08
Capital Outlays				
Land and Land Improvement Outlay				-
Guaranty Deposits (Payroll Fund)		1,500,000.00	2,046,461.32	-

Information and Communication Technology		534,519.34	2,577,450.86	
Office Equipment		399,624.73	838,782.81	
Furniture and Fixtures		82,244.65	370,858.05	
Office Refurbishment		825,500.35	1,548,449.49	
.....				-
Sub-total	7,386,632.50	3,341,889.07	7,382,002.53	4,629.97
TOTAL	38,510,299.00	9,428,544.37	38,481,746.93	28,552.07
<b>SPECIAL PURPOSE FUNDS</b>				
Miscellaneous Personnel Benefits Fund				
Personnel Services				-
.....				-
Sub-total				-
Contingent Fund				-
Maintenance and Other Operating Expenses				-
.....				-
Sub-Total				-
TOTAL				-
<b>PRIOR YEAR'S BUDGET (CONTINUING APPRO.)</b>				
Personnel Services				-
.....				-
Sub-Total				-
Maintenance and Other Operating Expenses				-
.....				-
Sub-Total				-
Capital Outlay				-
.....				-
TOTAL				-
<b>GRAND TOTAL</b>	38,510,299.00	9,428,544.37	38,481,746.93	28,552.07

Prepared by:

Reviewed by:

Submitted by:

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Budget Officer

**ATTY. RONALDO C. MARIANO**  
Board Secretary

**LINA C. SARMIENTO**  
Chairperson

#### INSTRUCTIONS

1. The SAOB shall serve as the agency's/OU's summary report of allotments received and corresponding obligations/expenditures incurred during the month from all sources (as explained below) and by object of expenditures consistent with COA's Chart of Accounts.

**Current Year Budget** - allotment releases during the year chargeable against the current year GAA i.e., agency regular budget including Special Purpose Funds.

**Prior Year's Budget** - allotment releases in the previous year still valid for obligation during the current year, as well as allotment releases during the current year chargeable against the prior years' appropriation of the agency/OU.

2. **Column 1** shall reflect the P/AP, allotment class and object of expenditures.

3. **Column 2** shall reflect the cumulative allotments received as of the month covered by this report.

4. **Column 3** shall reflect the actual the expenditures/obligations incurred during the month covered by this report.

5. **Column 4** shall reflect the cumulative obligations incurred as of the end of the month (starting January 1 of the current year) covered by the report.

6. **Column 5** shall reflect the unobligated balance of allotment as of end of the month covered by the report.

7. **Column 6** shall reflect any information relevant to this report.

Remarks

(6)