

STATEMENT OF APPROPRIATIONS, ALLOTMENTS, OBLIGATIONS, DISBURSEMENTS AND BALANCES
As of the Quarter Ending _____

	2020 SDF
	2021 SDF
	2022 SDF
	2023 SDF

Ministry/Office : _____
Organization Code (UACS) : _____

Particulars	UACS CODE	Appropriations			Allotments					Obligations						Disbursements						Balances			
		Authorized Appropriation	Adjustments (Transfer (To)/From, Realignment)	Adjusted Appropriations	Allotments Received	Adjustments (Withdrawal, Realignment)	Transfer To	Transfer From	Adjusted Total Allotments	Cumulative Obligations as of December 31, 2023	1st Quarter Ending March 31	2nd Quarter Ending June 30	3rd Quarter Ending Sept. 30	4th Quarter Ending Dec. 31	Total	Cumulative Disbursements as of December 31, 2023	1st Quarter Ending March 31	2nd Quarter Ending June 30	3rd Quarter Ending Sept. 30	4th Quarter Ending Dec. 31	Total	Unreleased Appropriations	Unobligated Allotment	Unpaid Obligations (16-22) = (25+26)	
																								Due and Demandable	Not Yet Due and Demandable
1	2	3	4	5=(3+4)	6	7	8	9	10=[(6+(-)7)-8+9]	11	12	13	14	15	16=(11+12+13+14+15)	17	18	19	20	21	22=(17+18+19+20+21)	23=(5-10)	24=(10-16)	25	26
II. Special Purpose Fund (Please specify) <u>Special Development Fund</u> <i>Program 1.</i> MOOE CO <i>Program 2.</i> MOOE CO <i>Sub-Total, Special Purpose Fund</i> MOOE CO																									
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
GRAND TOTAL MOOE CO		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Certified Correct:		Certified Correct:									Recommending Approval:						Approved By:								
Budget Officer		Chief Accountant / Head of Accounting Unit									Head of Finance or equivalent						Minister / Head of Office								
Date:		Date:									Date:						Date:								

QUARTERLY PHYSICAL REPORT OF OPERATION

As of _____

Ministry/Office : _____
Organization Code (UACS) : _____

	2020 Performance Targets and Accomplishments
	2021 Performance Targets and Accomplishments
	2022 Performance Targets and Accomplishments
	2023 Performance Targets and Accomplishments

Particulars	UACS CODE	Physical Targets					Physical Accomplishments					Variance as of _____	Remarks
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total		
1	2	3	4	5	6	7=(3+4+5+6)	8	9	10	11	12=(8+9+10+11)	13	14
Operations													
Organizational Outcome													
Program 1 - [Description]													
Performance Indicator/s													
Outcome Indicator/s:													
Indicator 1						-					-		
Indicator 2						-					-		
Indicator 3						-					-		
Output Indicator/s:													
Indicator 1						-					-		
Indicator 2						-					-		
Indicator 3						-					-		
Program 2 - [Description]													
Performance Indicator/s													
Outcome Indicator/s:													
Indicator 1						-					-		
Indicator 2						-					-		
Indicator 3						-					-		
Output Indicator/s:													
Indicator 1						-					-		
Indicator 2						-					-		
Indicator 3						-					-		
... continue down to the last program													

Prepared By:

Planning Services Head / Planning Officer

Date:

In coordination with:

Financial Services Head / Budget Officer

Date:

Approved By:

Minister / Head of Office

Date:

SUMMARY OF APPROPRIATIONS, ALLOTMENTS, OBLIGATIONS, DISBURSEMENTS AND BALANCES BY OBJECT OF EXPENDITURES
As of the Quarter Ending _____

Ministry : _____
Organization Code (UACS) : _____

	2020 SDF
	2021 SDF
	2022 SDF
	2023 SDF

Particulars	UACS CODE	Appropriations			Allotments				Obligations						Disbursements						Balances															
		Authorized Appropriation	Adjustments (Transfer (To)From, Realignment)	Adjusted Appropriations	Allotments Received	Adjustments (Withdrawal, Realignment)	Transfer To	Transfer From	Adjusted Total Allotments	Cumulative Obligations as of December 31, 2023	1st Quarter Ending March 31	2nd Quarter Ending June 30	3rd Quarter Ending Sept. 30	4th Quarter Ending Dec. 31	Total	Cumulative Disbursements as of December 31, 2023	1st Quarter Ending March 31	2nd Quarter Ending June 30	3rd Quarter Ending Sept. 30	4th Quarter Ending Dec. 31	Total	Unreleased Appropriations	Unobligated Allotment	Unpaid Obligations (16-23) + (25-26)												
		3	4	5=(3+4)	6	7	8	9	10=[(16+)(37)-8+9]	11	12	13	14	15	16=[(11+12+13+14+15)]	17	18	19	20	21	22=[(17+18+19+20+21)]	23=(5-10)	24=(10-16)	25	26											
1	2	3	4	5=(3+4)	6	7	8	9	10=[(16+)(37)-8+9]	11	12	13	14	15	16=[(11+12+13+14+15)]	17	18	19	20	21	22=[(17+18+19+20+21)]	23=(5-10)	24=(10-16)	25	26											
I. Special Development Fund																																				
Program 1		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-											
MOOE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-											
Travelling Expenses																																				
Training and Scholarship Expenses																																				
Supplies and Materials Expenses																																				
Utility Expenses																																				
Communication Expenses																																				
Awards/Rewards and Prizes																																				
Survey, Research, Exploration and Development Expenses																																				
Extraordinary and Miscellaneous Expenses																																				
Professional Services																																				
Consultancy Services																																				
General Services																																				
Repairs and Maintenance																																				
Financial Assistance/Subsidy																																				
Taxes, Insurance Premiums and Other Fees																																				
Advertising Expenses																																				
Printing and Publication Expenses																																				
Representation Expenses																																				
Transportation and Delivery Expenses																																				
Rent/Lease Expenses																																				
Membership Dues and Contributions to Organization																																				
Subscription Expenses																																				
Other Maintenance and Operating Expenses																																				
...continue down to the last object of expenditure		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-											
CO																																				
Building and Structures Outlay																																				
Land and Land Improvement Outlay																																				
Machinery and Equipment Outlay																																				
Intangible Assets Outlay																																				
Furniture, Fixture and Books Outlay																																				
Transportation Equipments Outlay																																				
...continue down to the last object of expenditure																																				
GRAND TOTAL		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-											
MOOE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-											
Travelling Expenses																																				
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Subscription Expenses																																				
Other Maintenance and Operating Expenses																																				
...continue down to the last object of expenditure																																				
CO		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-											
Building and Structures Outlay																																				
Land and Land Improvement Outlay																																				
Machinery and Equipment Outlay																																				
Intangible Assets Outlay																																				
Furniture, Fixture and Books Outlay																																				
Transportation Equipments Outlay																																				
...continue down to the last object of expenditure																																				
Certified Correct:		Certified Correct:																							Recommending Approval:						Approved By:					
Budget Officer		Chief Accountant / Head of Accounting Unit																							Head of Finance or equivalent						Minister / Head of Office					
Date:		Date:																							Date:						Date:					

List of Allotments
As of the Quarter Ending _____

Ministry/Office : _____
Organization Code (UACS) : _____

	2020 SDF
	2021 SDF
	2022 SDF
	2023 SDF

No.	Allotments Reference		Funding Source		Total Allotments (Amounts)			
	Number	Date	Description	UACS Code	PS	MOOE	CO	Total
1	2	3	4	5	6	7	8	9=(6+7+8)
A. Allotments received from MFBM								
1	Comprehensive Release per Schedule I of BBC No. 2021-03		Ministry/Office Specific Budget					-
2	SARO (PGF)		Pension and Gratuity Fund					-
3	SARO (MPBF)		Miscellaneous Personnel Benefits Fund					-
4	SARO (Contingent Fund)		Contingent Fund					-
5	APSA No. xxx		Description					-
6	MAF No. xxx		Description					-
7								-
8								-
9								-
10								-
11								-
12								-
13								-
14								-
15								-
	Total Allotments				-	-	-	-
			Summary by Funding Source Code:					
			Ministry/Office Specific Budget					-
			Pension and Gratuity Fund					-
			Miscellaneous Personnel Benefits Fund					-
			Contingent Fund					-
Certified Correct:			Recommending Approval:	Approved By:				
_____			_____	_____				
Budget Officer			Head of Finance or equivalent	Minister / Head of Office				
Date:			Date:	Date:				

AGING OF UNPAID OBLIGATIONS
As of December 31, _____

Ministry/Office : _____
Organization Code (UACS) : _____

	2020 SDF
	2021 SDF
	2022 SDF
	2023 SDF

Name of Creditor	Obligation Request			AGING OF DUE AND DEMANDABLE OBLIGATIONS						Remarks
				Amount	90 days & below	91 to 180 days	181 to 270 days	271 to 360 days	Beyond 360 days	
	Number	Date	Amount							
1	2	3	4	5	6	7	8	9	10	11
A. Due and Demandable Obligations (Accounts Payable)*										
A.1 Current Year Appropriations (i.e. 2021)										
Creditor A (please specify name of creditor/s...)				-						
				-						
Sub-total			-	-	-	-	-	-	-	
				-						
				-						
			-	-	-	-	-	-	-	
TOTAL			-	-	-	-	-	-	-	
B. Not Yet Due and Demandable Obligation*										
B.1 Current Year Appropriations (i.e. 2021)										
Creditor A (please specify name of creditor/s...)				-						
				-						
Sub-total			-	-	-	-	-	-	-	
				-						
				-						
			-	-	-	-	-	-	-	
TOTAL			-	-	-	-	-	-	-	
GRAND TOTAL			-	-	-	-	-	-	-	
Total Current Year Appropriations			-	-	-	-	-	-	-	
Total Prior Year's Appropriations			-	-	-	-	-	-	-	

* For Off-Budgetary Funds: use 'Approved Budget' instead of 'Appropriations'; 'Budget Utilizations' instead of 'Obligations'

Certified Correct:	Certified Correct:	Recommended Approval:	Approved By:
Chief Accountant / Head of Accounting Unit	Budget Officer	Head of Finance or equivalent	Minister / Head of Office
Date:	Date:	Date:	Date:

SUMMARY OF PRIOR YEAR'S UNPAID OBLIGATIONS, DISBURSEMENTS AND BALANCES
As of the Quarter Ending _____

Ministry/Office : _____
Organization Code (UACS) : _____

	2020 SDF
	2021 SDF
	2022 SDF

Particulars	Prior Year's Obligation - Due and Demandable/Accounts Payable									Prior Year's Obligation - Not Yet Due and Demandable								
	Balance at the Beginning of the Year			Disbursement					Balance at Year End	Balance at the Beginning of the Year			Disbursement					Balance at Year End
	Unadjusted	Adjustments	Adjusted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total		Unadjusted	Adjustments	Adjusted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	
	2	3	4 = [2+(-)3]	5	6	7	8	9 = (5+6+7+8)	10 = (4-9)	11	12	13 = [11+(-)12]	14	15	16	17	18 = (14+15+16+17)	19 = (13-18)
1																		
I. Special Development Fund																		
Special Development Fund (SDF)																		
MOOE																		
CO																		
GRAND TOTAL																		
PS																		
MOOE																		
CO																		
Certified Correct:	Certified Correct:				Recommending Approval:				Approved By:									
Chief Accountant / Head of Accounting Unit	Budget Officer / Head of Budget Unit				Head of Finance or equivalent				Minister / Head of Office									
Date:	Date:				Date:				Date:									

MONTHLY REPORT OF DISBURSEMENTS
For the month of _____, 20____

Ministry/Office : _____
Organization Code (UACS) : _____

	2020 SDF
	2021 SDF
	2022 SDF
	2023 SDF

PARTICULARS	CURRENT YEAR BUDGET					PRIOR YEAR'S BUDGET											SUB-TOTAL	TRUST LIABILITIES				GRAND TOTAL					Remarks																																																																																																								
	PS	MOOE	Fin. Exp	CO	TOTAL	PRIOR YEAR'S ACCOUNTS PAYABLE					CURRENT YEAR'S ACCOUNTS PAYABLE							TOTAL	PS	MOOE	CO	TOTAL	PS	MOOE	Fin. Exp	CO		TOTAL																																																																																																							
						PS	MOOE	Fin. Exp	CO	Sub-Total	PS	MOOE	Fin. Exp	CO	Sub-Total	16=(12+13+14+15)													17=(11+16)	18=(6+17)	22=(19+20+21)	27=(23+24+25+26)																																																																																																			
1	2	3	4	5	6=(2+3+4+5)	7	8	9	10	11=(7+8+9+10)	12	13	14	15	16=(12+13+14+15)	17=(11+16)	18=(6+17)	19	20	21	22=(19+20+21)	23	24	25	26	27=(23+24+25+26)	28																																																																																																								
Notice of Cash Allocation (NCA) Checks Issued Advice to Debit Account	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	e.g. Reasons for over or under spending and the catch-up																																																																																																								
Notice of Transfer Allocation (NTA) Checks Issued Advice to Debit Account	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-																																																																																																									
Working Fund (NCA issued to BTr)					-					-					-		-				-		-		-	-																																																																																																									
Tax Remittance Advices Issued (TRA)					-					-					-		-				-		-		-	-																																																																																																									
Cash Disbursement Ceiling (CDC)					-					-					-		-				-		-		-	-																																																																																																									
Non-Cash Availment Authority (NCAA)					-					-					-		-				-		-		-	-																																																																																																									
Others (CDT, BTr Docs Stamp, etc.)					-					-					-		-				-		-		-	-																																																																																																									
Total	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-																																																																																																									
SUMMARY: <table><tr><td></td><td>Previous Report (e.g. as of Feb 2021)</td><td>This month (e.g. for Mar 2021)</td><td>As of Date (e.g. as of Mar 2021)</td><td></td><td>Previous Report (e.g. as of Feb 2021)</td><td>This month (e.g. for Mar 2021)</td><td>As of Date (e.g. as of Mar 2021)</td></tr><tr><td>Total Disbursement Authorities Received:</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>NCA</td><td></td><td></td><td>-</td><td></td><td></td><td></td><td>-</td></tr><tr><td>NTA</td><td></td><td></td><td>-</td><td></td><td></td><td></td><td>-</td></tr><tr><td>Working Fund</td><td></td><td></td><td>-</td><td></td><td></td><td></td><td>-</td></tr><tr><td>TRA</td><td></td><td></td><td>-</td><td></td><td></td><td></td><td>-</td></tr><tr><td>CDC</td><td></td><td></td><td>-</td><td></td><td></td><td></td><td>-</td></tr><tr><td>NCAA</td><td></td><td></td><td>-</td><td></td><td></td><td></td><td>-</td></tr><tr><td>Others (CDT, BTr Docs Stamp, etc.)</td><td></td><td></td><td>-</td><td></td><td></td><td></td><td>-</td></tr><tr><td>Less: Notice of Transfer Allocations (NTA)* issued</td><td></td><td></td><td>-</td><td></td><td></td><td></td><td>-</td></tr><tr><td>Total Disbursements Authorities Available</td><td></td><td></td><td>-</td><td></td><td></td><td></td><td>-</td></tr><tr><td>Less: Lapsed NCA Disbursements**</td><td></td><td></td><td>-</td><td></td><td></td><td></td><td>-</td></tr><tr><td>Balance of Disbursements Authorities as of to date</td><td></td><td></td><td>-</td><td></td><td></td><td></td><td>-</td></tr></table> Notes: * The use of NTA is discouraged ** Amounts should tally																													Previous Report (e.g. as of Feb 2021)	This month (e.g. for Mar 2021)	As of Date (e.g. as of Mar 2021)		Previous Report (e.g. as of Feb 2021)	This month (e.g. for Mar 2021)	As of Date (e.g. as of Mar 2021)	Total Disbursement Authorities Received:								NCA			-				-	NTA			-				-	Working Fund			-				-	TRA			-				-	CDC			-				-	NCAA			-				-	Others (CDT, BTr Docs Stamp, etc.)			-				-	Less: Notice of Transfer Allocations (NTA)* issued			-				-	Total Disbursements Authorities Available			-				-	Less: Lapsed NCA Disbursements**			-				-	Balance of Disbursements Authorities as of to date			-				-
	Previous Report (e.g. as of Feb 2021)	This month (e.g. for Mar 2021)	As of Date (e.g. as of Mar 2021)		Previous Report (e.g. as of Feb 2021)	This month (e.g. for Mar 2021)	As of Date (e.g. as of Mar 2021)																																																																																																																												
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Working Fund			-				-																																																																																																																												
TRA			-				-																																																																																																																												
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NCAA			-				-																																																																																																																												
Others (CDT, BTr Docs Stamp, etc.)			-				-																																																																																																																												
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Certified Correct: _____ Chief Accountant / Head of Accounting Unit Date: _____ Recommending Approval By: _____ Head of Finance or equivalent Date: _____ Approved By: _____ Minister / Head of Office Date: _____																																																																																																																																			