### MONTHLY REPORT OF DISBURSEMENTS
#### FOR THE MONTH OF JANUARY 2013

**National Defense College of the Philippines**

**Department of National Defense**

**BAR NO.: $**

<table>
<thead>
<tr>
<th>PARTICULARS</th>
<th>CURRENT YEAR BUDGET</th>
<th>PRIOR YEARS BUDGET</th>
<th>PRIOR YEARS OBLIGATIONS</th>
<th>TRUST LIABILITIES</th>
<th>OTHERS</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>PS</td>
<td>MODE</td>
<td>CO</td>
<td>TOTAL</td>
<td>PS</td>
<td>MODE</td>
</tr>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
<td></td>
<td></td>
<td>(4)</td>
<td>(5)</td>
</tr>
<tr>
<td>NOTICE OF CASH ALLOCATION</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>MEC GROUP BUDGET</td>
<td>1,793,618.87</td>
<td>1,075,088.49</td>
<td>2,869,505.00</td>
<td>-</td>
<td>745,235.72</td>
<td>745,235.72</td>
</tr>
<tr>
<td>ADVANCE TO DEBT ACCOUNT</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>DEDUCTION IN SERVING BID</td>
<td>232,401.30</td>
<td>18,722.08</td>
<td>251,123.28</td>
<td>26,709.57</td>
<td>26,709.57</td>
<td>37,069.49</td>
</tr>
<tr>
<td>CASH DISBURSEMENT COLLECT</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>NONCOMPLIANCE WITH AUTHORITY</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>TOTAL</td>
<td>2,026,020.17</td>
<td>1,093,808.57</td>
<td>3,120,038.74</td>
<td>0.00</td>
<td>771,918.29</td>
<td>771,918.29</td>
</tr>
</tbody>
</table>

**Certified Correctly:**

**Approved By:**

**INSTRUCTIONS**

1. The Monthly Report of Disbursements (MRD) to be used in lieu of the Summary List of Checks and Disbursements shall reflect all the authorized disbursements of the agency/OU for the month.

   a. The total monthly disbursements by activity class shall be reflected in this report broken down as follows:
      - Notice of Cash Allocation/Notice of Transfer of Allocations received.
      - MDG Checks issued for authorized disbursements charged against the current year and prior year’s budget (agency regular requirements, PUP, Special Purpose Funds, etc.) as well as trust liabilities.
      - Advances to Debt Account for 10% of the MDG-Servicing Banks to directly credit payment to the following accounts indicated in the List of Due and Demandable AP’s chargeable against the NCAs of departments.
      - by the Direct Payment System for APs.
      - Tax Remittance Advises for remittance of taxes witheld.
      - Cash Disbursements Ceiling for authorized disbursements charged against income collected and retained by the foreign service posts of DFA and DOLE.
      - Non- Cash Availment Authority for cost of goods and services paid directly by lending institutions to creditors of the agency implementing a foreign assisted project.

   This report shall be submitted to DMS on or before the 10th day following the month covered by the report.

2. Column 1 shall reflect the type of disbursement authorized and corresponding disbursements made during the month covered by the report.

3. Column 2 shall reflect the total disbursements for obligations/dependables charged against the current year budget item allocations received during the current year chargeable against the current year OAA (i.e. agency regular budget, PUL, and Special Purpose Funds, etc. TURG).

4. Column 3 shall reflect the total disbursements for obligations/dependables incurred during the year but charged against prior years’ budget item allocations received in the previous year which are valid for obligations during current year as well as allotment releases during the current year chargeable against prior year’s OAA (i.e. agency regular budget and DFRP).

5. Column 4 shall reflect the total disbursements for prior year’s obligations/dependables included in the List of Not Yet Due and Demandable Obligations as of January 31.

6. Column 5 shall reflect the total disbursements for trust liabilities covered by EO D/092005-CAB Joint Circular No. 1-97.

7. Column 6 shall reflect the total disbursements charged against Non-Cash Availment Authorities received by the agency/OU.

8. Column 7 shall reflect the total of all types of disbursements by allotment dates during the month covered by the report.

9. Column 8 shall reflect any additional information relevant to the report.