



Republic of the Philippines
COMMISSION ON AUDIT
Commonwealth Avenue, Quezon City

ANNUAL AUDIT REPORT

on the

UNIVERSITY OF RIZAL SYSTEM

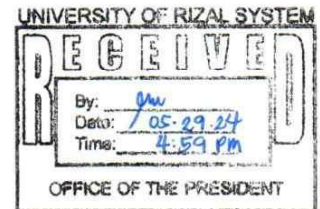
For the Year Ended December 31, 2023



REPUBLIC OF THE PHILIPPINES
COMMISSION ON AUDIT
REGIONAL OFFICE NO. IV-A
Commonwealth Avenue, Quezon City

May 28, 2024

DR. NANCY T. PASCUAL
University President
University of Rizal System
Morong, Rizal



Dear Dr. Pascual:

Pursuant to Section 2, Article IX-D of the Philippine Constitution and Section 43 of Presidential Decree No. 1445, we are pleased to transmit herewith the Annual Audit Report (AAR) on the accounts and operations of the University of Rizal System (URS) for the year ended December 31, 2023.

The audit was aimed at verifying the level of assurance that may be placed on Management's assertions on the financial statements, ascertaining the propriety of financial transactions, extent of Management's compliance with existing government laws, rules and regulations, recommending agency improvement opportunities and determining the status of implementation of prior years' audit recommendations.

The audit report was prepared by the Audit Team composed of Mr. Joseph S. Estorninos, Audit Team Leader, Ms. Zarah Jane D. Tan and Mr. John Michael D. Vito, both Audit Team Members, under the supervision of Ms. Heidy M. Barcimo, Supervising Auditor. It consists of the Independent Auditor's Report, the Audited Financial Statements, the Observations and Recommendations, the Status of Implementation of Prior Years' Audit Recommendations and the Annexes.

The Auditor rendered a Modified Opinion on the fairness of the presentation of the URS financial statements as at December 31, 2023 in view of the significance of the exceptions noted in the audit as stated in the Independent Auditor's Report.

The audit observations, together with the recommended courses of action, which were discussed by the Audit Team with the concerned Management officials and staff during the exit conference conducted on April 16, 2024, are discussed in detail in Part II of the report. Management's comments were incorporated in the report, where appropriate.

We respectfully request that the recommendations contained in Part II and Part III of the report be implemented, and that this Commission be informed of the actions taken thereon by accomplishing the attached Agency Action Plan and Status of Implementation form, and returning the same within 60 days from the date of receipt hereof.

We express our appreciation for the valuable support and cooperation that the Management extended to the Audit Team, thus facilitating the completion of the report.

Very truly yours,

COMMISSION ON AUDIT

By: 

CHONA P. LABRAGUE
Regional Director

Copy furnished:

The President
The Vice-President
The President of the Senate
The Speaker of the House Representatives
The Chairperson - Senate Finance Committee
The Chairperson - Appropriations Committee
The Secretary of the Department of Budget and Management
The Presidential Management Staff
The University of the Philippines Law Center (soft copy)
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**University of Rizal System
Morong, Rizal**

AGENCY ACTION PLAN and STATUS of IMPLEMENTATION
Audit Observations and Recommendations
For the Calendar Year 2023
As of _____

Ref.	Audit Observations	Audit Recommendations	Agency Action Plan				Status of Implementation	Reasons for Non-Implementation, if applicable	Action Taken/ Action to be Taken
			Action Plan	Person/ Dept. Responsible	Target Implementation Date				
					From	To			

Name and Position of Agency Officer

Date

Note: Status of Implementation may either be (a) Fully Implemented (FI) or (b) Not Implemented (NI)

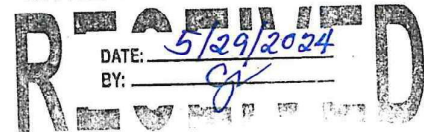


REPUBLIC OF THE PHILIPPINES
COMMISSION ON AUDIT
REGIONAL OFFICE NO. IV-A
Commonwealth Avenue, Quezon City

May 28, 2024

DR. MARITA R. CANAPI
Chairperson
Board of Regents
University of Rizal System
Morong, Rizal

UNIVERSITY OF RIZAL SYSTEM
OFFICE OF THE BOARD SECRETARY



Dear Dr. Canapi:

Pursuant to Section 2, Article IX-D of the Philippine Constitution and Section 43 of Presidential Decree No. 1445, we are pleased to transmit herewith the Annual Audit Report (AAR) on the accounts and operations of the University of Rizal System (URS) for the year ended December 31, 2023.

The audit was aimed at verifying the level of assurance that may be placed on Management's assertions on the financial statements, ascertaining the propriety of financial transactions, extent of Management's compliance with existing government laws, rules and regulations, recommending agency improvement opportunities and determining the status of implementation of prior years' audit recommendations.

The audit report was prepared by the Audit Team composed of Mr. Joseph S. Estorninos, Audit Team Leader, Ms. Zarah Jane D. Tan and Mr. John Michael D. Vito, both Audit Team Members, under the supervision of Ms. Heidy M. Barcimo, Supervising Auditor. It consists of the Independent Auditor's Report, the Audited Financial Statements, the Observations and Recommendations, the Status of Implementation of Prior Years' Audit Recommendations and the Annexes.

The Auditor rendered a Modified Opinion on the fairness of the presentation of the URS financial statements as at December 31, 2023 in view of the significance of the exceptions noted in the audit as stated in the Independent Auditor's Report.

The audit observations, together with the recommended courses of action, which were discussed by the Audit Team with the concerned Management officials and staff during the exit conference conducted on April 16, 2024, are discussed in detail in Part II of the report. Management's comments were incorporated in the report, where appropriate.

We express our appreciation for the valuable support and cooperation that the Management extended to the Audit Team, thus facilitating the completion of the report.

Very truly yours,

COMMISSION ON AUDIT

By:



CHONA P. LABRAGUE
Regional Director

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The President
The Vice-President
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The Chairperson - Appropriations Committee
The Secretary of the Department of Budget and Management
The Presidential Management Staff
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The National Library (soft copy)
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EXECUTIVE SUMMARY

Introduction

By virtue of Republic Act (RA) No. 9157 enacted by the Senate and House of Representatives of the Philippines on August 11, 2001, the University of Rizal System (URS) was established by integrating the Rizal State College and its extension campuses in Angono, Binangonan, Pililla and Rodriguez, the Rizal Polytechnic College and its extension campus in Cainta and the Rizal Technological University – Antipolo Annex.

The URS primarily offers higher professional and technical instruction and training in science and technology and promotes research, extension, and production services, advanced studies and specialized training in all fields deemed relevant to the development goals of Rizal Province. Likewise, the University adopts public elementary and secondary schools to serve as pilot centers for innovative teaching and learning strategies and approaches so operated and maintained under the Department of Education (DepEd).

As a State University in the field of science and technology, it is committed to produce competent and valuable graduates in agriculture, engineering, science and technology, culture and arts, teacher and business education through responsive instruction, research, extension and production services.

The governance of the URS is bestowed on the Board of Regents chaired by the Commissioner of the Commission on Higher Education (CHED), Dr. Marita R. Canapi, vice-chaired by University President Dr. Nancy T. Pascual and other members, who are representatives of various sectors in the country. The President officiates over the affairs, operations and general administration of the URS with the assistance of three designated Vice Presidents (VPs), namely, Dr. Marvin P. Amoin - Vice-President for Administration and Finance, Dr. Allan E. Conde - Vice-President for Academic Affairs and Dr. Marites M. Rio – Vice-President for Research Development, Extension and Production.

For the year 2023, the URS had a total manpower of 1,148, broken down as follows:

Campuses	Faculty		Non-Teaching		Total
	Permanent	Temporary/ Part-timer	Permanent	Contractual/ Casual/Job Order	
Angono	26	26	2	13	67
Antipolo	36	30	9	17	92
Binangonan	51	31	1	14	97
Cainta	14	16	2	15	47
Cardona	9	10	3	12	34
Morong	144	86	42	99	371
Pililla	33	19	5	18	75
Rodriguez	42	26	3	14	85
Tanay	71	26	109	27	233

Campuses	Faculty		Non-Teaching		Total
	Permanent	Temporary/ Part-timer	Permanent	Contractual/ Casual/Job Order	
Taytay	<u>10</u>	<u>20</u>	<u>3</u>	<u>14</u>	<u>47</u>
Total	<u>436</u>	<u>290</u>	<u>179</u>	<u>243</u>	<u>1,148</u>

Audit Objectives

The objectives of the audit are to: (a) determine the level of assurance that may be placed on Management's assertions on the financial statements; (b) verify the propriety of financial transactions and on a limited extent, determine compliance with existing laws, rules and regulations; (c) recommend agency improvement opportunities; and (d) determine the extent of implementation of prior years' audit recommendations.

Scope of Audit

The audit covered the accounts and operations of the URS for the period January 1 to December 31, 2023. The audit was made in accordance with International Public Sector Accounting Standards (IPSAS) and we believe that it provided a reasonable basis for the audit results.

Financial Highlights

The URS financial condition and results of operations for calendar year (CY) 2023 with comparative figures for CY 2022 are shown below and in detail in the attached audited financial statements:

	2023	2022	Increase/ (Decrease)
Financial Position			
Assets	P918,456,998.88	P869,805,118.18	P48,651,880.70
Liabilities	136,652,515.57	171,819,484.92	(35,166,969.35)
Net Assets/Equity	781,804,483.31	697,985,633.26	83,818,850.05
Results of Operation			
Revenue	222,395,082.85	176,795,964.13	45,599,118.72
Expenses	744,938,979.98	847,505,374.05	(102,566,394.07)
Net Financial			
Assistance/Subsidy	609,314,474.99	726,552,881.11	(117,238,406.12)
Non-Operating Income	390,874.83	355,842.65	35,032.18
Net Surplus/(Deficit)	P87,161,452.69	P56,199,313.84	P30,962,138.85

On the other hand, out of the total budget of P818,676,000.00 of the University under CY 2023 General Appropriation Act (GAA), P757,439,971.00 was received by it and P751,612,107.40 was obligated during the year, as follows:

Allotment Class/ Source	Allotment Received	Obligations	Unobligated Balance
Personnel Services	P523,165,566.00	P522,445,149.31	P720,416.69
Maintenance and Other	209,274,405.00	204,274,398.07	5,000,006.93

Operating Expenses			
Capital Outlay	<u>25,000,000.00</u>	<u>24,892,560.02</u>	<u>107,439.98</u>
Totals	<u>P757,439,971.00</u>	<u>P751,612,107.40</u>	<u>P5,827,863.60</u>

Independent Auditor's Report on the Financial Statements

The Auditor rendered a modified opinion on the financial statements (FS) of the URS due to material misstatement of P52,492,634.40 on account of errors, omissions and improper accounting treatment of transactions that were considered as departures from the IPSAS: (1) understatement of Receivables-Disallowance/Charges Account amounting to P86,379.08 brought by errors in recording of full and partial settlement of Notice of Disallowance (ND); (2) overstatement of Semi-Expendable (SE) Machinery and Equipment Account by P13,013,675.10 due to unrecorded issued SE Properties (SP) and misclassification; (3) understatement of Investment Property, Buildings Account amounting to P39,065,138.25 due to misclassified Investment Properties; (4) understatement of Due to Bureau of Internal Revenue (BIR) and Other Payables accounts by P110,712.85 and P27,888.00, respectively, due to error in recording of payment of adjustments on unreleased checks; (5) understatement of Rental/Lease Income by P109,500.00 due to Non-accrual of earned rental income; and (6) understatement of Insurance Expense Account by P79,341.12 due to errors in recording of recognition and non-recognition of expired portion of Prepaid Insurance.

For the exceptions cited above, the Audit Team recommended that the University President:

1. instruct the Accounting Unit (AU) to: (a) desist from the practice of crediting the Receivables-Disallowances/Charges in recording full and partial payment of disallowance without the required Notice of Settlement of Suspension/Disallowance/Charge (NSSDC) and Notice of Finality of Decision (NFD) from the auditor concerned, instead credit the same to Trust Liabilities-Disallowances/Charges in accordance with Section 5.1 of Commission on Audit (COA) Circular No. 2022-002 dated January 24, 2022; (b) draw Journal Entry Voucher (JEV) to effect necessary corrections to reflect the corrected balances of affected receivable and liability accounts in the financial statements; and (c) strictly comply with the guidelines set-forth in Section 5.1 of COA Circular No. 2022-002 dated January 24, 2022;
2. direct the AU to: (a) prepare the necessary journal entries to deduct all issued SP items still included in the SP accounts amounting to P12,749,295.10 in accordance with Section 10(b), Chapter 8 of Government Accounting Manual (GAM) for National Government Agencies (NGAs), Volume I; and prepare the necessary journal entries to adjust the erroneous recording in the SP accounts; and (b) direct the Supply and Property Management Office (SPMO) and AU to: (a) prepare and maintain the prescribed forms, registry, and reports pursuant to COA Circular No. 2022-004; and (b) strictly comply with the provisions of the aforementioned rules and regulations;
3. instruct the AU to: (a) make the necessary journal entry/ies to reclassify the related Property, Plant and Equipment (PPE) accounts of P39,065,138.25 to Investment Property, Buildings account, for proper classification, in accordance with IPSAS No. 16 – Investment Property and Section 3, Chapter 9 of GAM for NGAs, Volume I; and (b) prepare and maintain the Investment Property Ledger Card or IPLC (Appendix

68 of GAM for NGAs, Volume II) to record the acquisition, description, custody, estimated life, depreciation, impairment, disposal, repair history and other information about the property;

4. direct the AU to: (a) make the necessary correcting entries to reflect the corrected balances of Due to BIR and Other Payables accounts in the FS; and (b) ensure compliance with the prescribed journal entries mentioned in Section 56, Chapter 19 of GAM for NGAs, Volume I, for unreleased commercial checks;
5. instruct the AU to make the necessary journal entries to reflect the updated balances of the affected receivable and income accounts in the FS to present the correct balances of receivable and income accounts; and
6. direct the AU to make the necessary correcting entries to come up with the corrected balance of the Prepaid Insurance and Insurance Expense accounts in the FS.

Other Significant Observations and Recommendations

Summarized below are the other significant audit observations and recommendations in the audit of URS for the year 2023:

1. The transactions on Due from Other Funds and Due to Other Funds reciprocal accounts were not properly recorded by the URS Accounting Unit (AU), contrary to Section 111(2) of Presidential Decree (PD) No. 1445, thus, affecting the fair presentation of the balances of these accounts in the FS.

We recommended that the University President, thru the Supervising Administrative Officer-Finance Division, instruct the Accounting Unit to: (a) analyze and reconcile the balances of the reciprocal accounts, and make the necessary adjusting entries to reflect the corrected balances of said accounts in the FS; (b) furnish the Audit Team of the copy of the Journal Entry Voucher/s on the corrections made; and (c) ensure that the balances of the reciprocal accounts are at all times equal.

2. The Notes to FS of the URS was insufficient of relevant supporting information, contrary to pertinent provisions of Chapters 2, 3, 19 and 22 of the Government Accounting Manual (GAM) for National Government Agencies (NGAs), Volume I, thus, depriving the users of the year-end FS of necessary information relevant to understanding the balances and transactions presented in the face of the FS for making decisions.

We recommended that the University President, thru the Supervising Administrative Officer-Finance Division, instruct the Accounting Unit to: (a) conform with the required disclosures in the Notes to FS per IPSAS and other relevant guidelines, including GAM for NGAs, Volume I, to ensure that the essential supplementary information required to comprehend the University's balances and transactions are adequately and accurately communicated to the users; and (b) examine thoroughly and reconcile the amount presented in the FS with the amount disclosed in the Notes to FS to prevent the users of the financial statements from misleading financial information.

3. The prescribed Biological Assets Property Card (BAPC) was not prepared and maintained by the Biological Asset/s Caretaker or Officer-in-Charge of the University, contrary to Section 11, Chapter 11 of GAM for NGAs, Volume I, thus, rendering the validity and reliability of the reported balance of Biological Assets account amounting to ₱7,075,528.06 in the FS, doubtful.

We recommended that the University President: (a) direct the assigned Project Managers of Biological Assets to prepare and maintain the BAPC, in consonance with the pertinent provisions of Government Accounting Manual for NGAs; and (b) instruct the University Production Unit, in coordination with the Accounting Unit, to reconcile, at least annually, the balances between BAPC, physical inventory of the biological assets and its General Ledger (GL) control accounts.

4. The variance of ₱4,309,062.25 between the balance per financial statements (FS) and per Ledger Cards of the Semi-Expendable Property (SP) accounts as of December 31, 2023, wherein the possible effect could be material, and the non-preparation and non-maintenance of the Semi-Expendable Property Ledger Card (SPLC) are contrary to Item 4.7.2 of COA Circular No. 2022-004 dated May 31, 2022, respectively, thus rendering the reported balance of SP of ₱13,255,450.58, doubtful and misleading.

We recommended that the University President direct the Accounting Unit to: (a) make an analysis of the Semi-Expendable Properties account and reconcile the ₱4,309,062.25 variance between the FS and Ledger Card; and (b) discontinue the use of Supplies Ledger Card (SLC) for Semi-Expendable Properties, instead, use the prescribed Semi-Expendable Property Ledger Card (SPLC) format to record acquisition, description, custody, impairment, issue/transfer/disposal, repair history, and other information about the Semi-Expendable Properties, in compliance with Item 4.7.2 of COA Circular No. 2022-004.

5. Payment of honoraria on teaching overload of faculty members of the University amounting to ₱477,433.20 without adhering to Items 2, 3 and 7 of the Revised Policies and Guidelines on University Faculty Workload, constitutes irregular and excessive expenditure under Item 3.1 of COA Circular No. 2012-003 dated October 29, 2012.

We recommended that the University President: (a) direct the Vice President for Academic Affairs (VPAA), in coordination with the Office of the Vice President for Administration and Finance (OVPAF), to formulate and implement processes that will ensure compliance with the above policies and guidelines prior to approval of the teaching overload appointment; (b) instruct the VPAA to cease from approving teaching overload appointments without going through rigid evaluation of its application; and (c) strictly follow the provisions of the Revised Policies and Guidelines on University Faculty Workload.

6. The Due from Officers and Employees account have been dormant due to the URS Management's lack of action to collect the undeposited collection amounting to ₱368,114.64, contrary to Section 10.2 of COA Circular No. 2023-008 dated August 17, 2023, paragraph two of Section 6.3 of the URS Grievance Machinery and Section 122 of Presidential Decree (PD) No. 1445, thus exposed the funds for possible loss, and deprived the University of the benefits from the immediate use of the funds.

We recommended that the University President, thru the Director of Finance Services, instruct the Head of the Accounting Unit to issue Demand Letter for the immediate settlement by the concerned Accountable Officer (AO) of the long outstanding balance of undeposited collection amounting to ₱368,114.64, and furnish the Office of the Auditor of the duly received copy of the Demand Letter. If warranted and supported with adequate evidence, withhold the salary of the said AO and/or initiate the filing of appropriate administrative and criminal charges against the AO, should the concerned AO fail to settle or refuse to comply with the demand letter to be issued. Also, we recommended that the University President direct the concerned official to submit certified true copy of pertinent documents of the above case handled by the Grievance Committee, such as office memorandum, minutes of the proceedings, resolutions, agreement, etc., pursuant to Section 122 of PD No. 1445.

7. Payment for monetization of more than 50 percent of the accumulated leave credits of the University Official amounting to ₱1,458,619.54 was not supported with complete documentation, contrary to Section 23 of the Omnibus Rules on Leave and Section 5.14 of COA Circular No. 2012-001 dated June 14, 2012, thus casted doubts on the validity and regularity of the transactions.

We recommended that the University President direct the concerned personnel to submit authenticated copy of lacking document/s on the payment of special monetized leave credits, and strictly comply with the provisions of the above rules and regulations.

8. Incomplete submission of the required documents for the procurement of various Information and Communications Technology (ICT) Equipment and Supplies amounting to ₱9,429,169.95, which is contrary to the General Provisions (GP) of the General Appropriations Act (GAA) for Fiscal Year 2023 and 2016 Revised Implementing Rules and Regulations (RIRR) of Republic Act (RA) No. 9184 (Updated as of 03 July 2023), casted doubt in the regularity of the said procurement and prevented the Audit Team to conduct thorough review of the required documents to communicate immediately to Management any deficiencies noted for corrective measures.

We recommended that the University President, thru the Bids and Awards Committee (BAC) Chairman, instruct the Head of BAC Secretariat to: (a) submit the lacking documents for the said contracts as presented in Annex D; (b) always ensure complete submission of procurement contracts and relevant documents going forward for audit and review purposes; and (c) strictly comply with the relevant provisions of RA No. 9184 and its RIRRs.

9. Notice of reassignment or separation from the service of Accountable Officers (AOs) and the related report on turnover of accountabilities between the outgoing and incoming AOs were not submitted to the Office of the Auditor, contrary to the pertinent provisions of Presidential Decree (PD) No. 1445 or Government Auditing Code of the Philippines and COA Memorandum No. 2013-004 dated July 9, 2013, thus preventing the Audit Team to perform the required mandatory cash examination,

We recommended that the University President, thru its concerned officials, (a) notify the Audit Team (AT) in advance, every time a designated AO will cease to act in his official capacity, so that the AT can conduct the required mandatory cash examination in accordance with the regulations; and (b) require the AOs to render an accounting of their cash and accounts, and submit the same including turn-over of accountabilities between the outgoing and incoming AOs to the Office of the Auditor, for review and evaluation.

10. The University utilized only ₱23,790,000.00 or 55 percent of the approved Gender and Development (GAD) Budget of ₱43,150,000.00 in the implementation of Programs, Projects and Activities (PPAs), while the Calendar Year (CY) 2023 GAD Accomplishment Report (AR) was not submitted and endorsed to the Philippine Commission on Women (PCW), contrary to Items 9.1, 10.1 and 10.5 of PCW, National Economic Development Authority (NEDA) and Department of Budget and Management (DBM) Joint Circular No. 2012-01. Hence, the benefits which could have been derived therefrom were not maximized, and the PCW was unable to assess the actual accomplishments of the GAD PPAs.

We recommended that the University President: (a) issue an appropriate policy directive to disseminate and implement the GAD Plan and Budget (GPBs) in accordance with Item 9 of PCW-NEDA-DBM Joint Circular No. 2012-01; and (b) instruct the GAD Focal Point System (GFPS) to: (1) strictly observe the prescribed deadline on the submission of GAD AR to PCW; and (2) ensure the implementation of the GAD PPAs and maximize utilization of the allotted budget to be more responsive in addressing gender issues.

11. Officials and employees of the University incurred undue loan arrearages totaling ₱5,254,891.56 from the Government Service Insurance System (GSIS) due to multiple loan availment, contrary to Section 14 of the Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 8291, thus posing risks of affecting the claims of privileges and separation or retirement benefits from the GSIS of the said officials and employees, and the University to sustain possible penalties and interest due to non-compliance.

We recommended that the University President instruct the Authorized Agency Officer (AAO) to: (a) secure and submit documents that will prove remittances to the GSIS of the loan repayments/amortizations of the said University officials and employees totaling ₱5,254,891.56. Otherwise, deduct the loan repayments/amortization from their fixed monthly compensation and remit the same to the GSIS, provided that the minimum take-home pay of officials and employees is observed; (b) ensure updated and timely remittance of loan repayments/amortization by setting-up controls on loan approval and monitoring; and (c) strictly comply with the provisions of the revised IRR of RA No. 8291.

Status of Audit Suspensions, Disallowances and Charges

During the year, one Notice of Disallowance (ND) was issued amounting to ₱27,000.00, while no audit suspensions and charges have been issued against the University. As of December 31, 2023, the University has unsettled suspensions and disallowances amounting to ₱6,276,124.55 and ₱18,333,011.50, respectively, totaling ₱24,609,136.05. There were no unsettled charges as of December 31, 2023.

Status of Implementation of Prior Years' Audit Recommendations

Of the 34 audit recommendations contained in the CY 2022 and prior years' Annual Audit Reports, 25 were fully implemented and nine were not implemented by the University.

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PART I

AUDITED FINANCIAL STATEMENTS



REPUBLIC OF THE PHILIPPINES
COMMISSION ON AUDIT
REGIONAL OFFICE No. 4-A
Commonwealth Avenue, Quezon City

INDEPENDENT AUDITOR'S REPORT

NANCY T. PASCUAL

University President
University of Rizal System
Morong, Rizal

Modified Opinion

We have audited the consolidated financial statements of the University of Rizal System (URS) which comprise the Statement of Financial Position as at December 31, 2023, and the Statement of Financial Performance, Statement of Changes in Net Assets/Equity, Statement of Cash Flows, Statement of Comparison of Budget and Actual Amounts for the year then ended, and Notes to Financial Statements, including a summary of significant accounting policies.

In our opinion, except for the effects of the matters described in the *Bases for Modified Opinion* section of our report, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the URS as at December 31, 2023, and its financial performance, changes in net assets/equity, cash flows, and comparison of budget and actual amounts for the year then ended, in accordance with International Public Sector Accounting Standards (IPSAS).

Bases for Modified Opinion

As discussed in detail in Part II of this report, the consolidated financial statements of URS were materially misstated by an aggregate amount of ₱52,492,634.40 due to errors, omissions and improper accounting treatment of transactions that were considered as departures from the IPSAS: (1) understatement of Receivables-Disallowance/Charges Account amounting to ₱86,379.08 brought by errors in recording of full and partial settlement of Notice of Disallowance (ND); (2) overstatement of Semi-Expendable-Machinery and Equipment Account by ₱13,013,675.10 due to unrecorded issued Semi-Expendable Properties and misclassification; (3) understatement of Investment Property, Buildings Account amounting to ₱39,065,138.25 due to misclassified Investment Properties; (4) understatement of Due to Bureau of Internal Revenue and Other Payables accounts by ₱110,712.85 and ₱27,888.00, respectively, due to error in recording of payment of adjustments on unreleased checks; (5) understatement of Rental/Lease Income by ₱109,500.00 due to non-accrual of earned rental income; and (6) understatement of Insurance Expense account by ₱79,341.12 due to errors in recording of recognition and non-recognition of expired portion of Prepaid Insurance.



We conducted our audit in accordance with International Standards of Supreme Audit Institutions (ISSAIs). Our responsibilities under those standards are described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the agency in accordance with the Revised Code of Conduct and Ethical Standards for Commission on Audit Officials and Employees (Code of Ethics), together with the ethical requirements that are relevant to our audit of the financial statements in the Philippines, and we have fulfilled our other ethical responsibilities in accordance with these requirements and the Code of Ethics. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with IPSAS, and for such internal control as management determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Those charged with governance are responsible for overseeing the agency's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISSAIs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

COMMISSION ON AUDIT

By:



COA Signed
2024-05-29
10:56:58

HEIDY M. BARCIMO
State Auditor V
Supervising Auditor

April 16, 2024





STATEMENT OF MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL STATEMENTS

The management of **University of Rizal System** is responsible for all information and representations contained in the accompanying Statement of Financial Position as at December 31, 2023 and the related Statements of Financial Performance, Statement of Cash Flows, Statement of Comparison of Budget and Actual Amounts, Statement of Changes in Net Assets/Equity and the Notes to Financial Statements for the year then ended. The financial statements have been prepared in conformity with the International Public Sector Accounting Standards (IPSAS) and generally accepted state accounting principles, and reflect amounts that are based on the best estimates and informed judgment of management with an appropriate consideration to materiality.

In this regard, management maintains a system of accounting and reporting which provides for the necessary internal controls to ensure that transactions are properly authorized and recorded, assets are safeguarded against unauthorized use or disposition and liabilities are recognized.


MARVIN P. AMOIN, Ph. D.

Vice President for Administration and Finance

February 12, 2024

Date Signed


NANCY T. PASCUAL, Ed. D.

University President

February 12, 2024

Date Signed

"Nurturing Tomorrow's Noblest"

Republic of the Philippines
University of Rizal System
Morong, Rizal
Statement of Financial Position
All Funds
As at December 31, 2023
(With Comparative Figures for CY 2022)

	Note	2023	2022
ASSETS			
Current Assets			
Cash and Cash Equivalents	4	₱ 411,836,422.10	₱ 402,471,157.67
Receivables	5	9,256,683.54	10,233,776.22
Inventories	6	31,060,318.08	12,453,188.05
Other Current Assets	7	9,158,949.03	7,168,358.07
Total Current Assets		461,312,372.75	432,326,480.01
Non-Current Assets			
Investment Property	8	2,147,876.14	2,518,472.91
Property, Plant and Equipment	9	442,217,159.44	423,553,267.77
Biological Assets	10	7,075,528.06	7,084,307.62
Intangible Assets	11	1,232,352.77	11,482.60
Other Non-Current Assets	7	4,471,709.72	4,311,107.27
Total Non-Current Assets		457,144,626.13	437,478,638.17
Total Assets		918,456,998.88	869,805,118.18
LIABILITIES			
Current Liabilities			
Financial Liabilities	12	21,808,769.63	24,727,416.11
Inter-Agency Payables	13	20,039,560.75	56,302,750.88
Intra-Agency Payables		1,161,745.64	0.00
Trust Liabilities	14	88,791,489.91	89,511,607.86
Other Payables	15	4,850,949.64	1,277,710.07
Total Current Liabilities		136,652,515.57	171,819,484.92
Total Liabilities		136,652,515.57	171,819,484.92
Total Assets less Total Liabilities		₱ 781,804,483.31	₱ 697,985,633.26
NET ASSETS/EQUITY			
Accumulated Surplus/(Deficit)		781,804,483.31	697,985,633.26
Total Net Assets/Equity		₱ 781,804,483.31	₱ 697,985,633.26

Republic of the Philippines
University of Rizal System
Morong, Rizal
Statement of Financial Performance
All Funds
For the Year Ended December 31, 2023
(With Comparative Figures for CY 2022)

	Note	2023	2022
Revenue			
Service and Business Income	16 ₱	205,147,108.28 ₱	176,708,631.51
Shares, Grants and Donations	17	17,040,000.00	0.00
Gains	18	207,974.57	87,332.62
Total Revenue		222,395,082.85	176,795,964.13
Less: Current Operating Expenses			
Personnel Services	19	602,135,958.52	580,286,705.86
Maintenance and Other Operating Expenses	20	99,317,506.18	229,209,454.03
Financial Expenses	21	0.00	200.00
Direct Costs	22	1,066,797.04	3,766,851.45
Non-Cash Expenses	23	42,418,718.24	34,242,162.71
Total Current Operating Expenses		744,938,979.98	847,505,374.05
Deficit from Current Operations		(522,543,897.13)	(670,709,409.92)
Net Financial Assistance/Subsidy	24	609,314,474.99	726,552,881.11
Non-Operating Income	25	390,874.83	355,842.65
Surplus/(Deficit) for the Period		₱ 87,161,452.69 ₱	₱ 56,199,313.84

(See accompanying Notes to Financial Statements)

Republic of the Philippines
University of Rizal System
Morong, Rizal
Statement of Changes in Net Assets/Equity
All Funds
For the Year Ended December 31, 2023
(With Comparative Figures for CY 2022)

		Accumulated Surplus/(Deficit)	
	Note	2023	2022
Balance at January 1		P 697,985,633.26	P 685,779,114.38
Prior Period Adjustments	26	-3,342,602.65	- 43,992,794.96
Restated balance		<u>694,643,030.61</u>	<u>641,786,319.42</u>
Changes in Net Assets/Equity for the Calendar Year			
Surplus for the period		<u>87,161,452.69</u>	<u>56,199,313.85</u>
Total recognized revenue and expense for the period		<u>87,161,452.69</u>	<u>56,199,313.85</u>
Balance at December 31		<u>P 781,804,483.30</u>	<u>P 697,985,633.26</u>

(See accompanying Notes to Financial Statements)

Republic of the Philippines
University of Rizal System
Statement of Cash Flows
All Funds
For the Year Ended December 31, 2023
(With Comparative Figures for CY 2022)

	Note	2023	2022
Cash Flows From Operating Activities			
Cash Inflows			
Receipt of Notice of Cash Allocation (NCA)	P	753,337,077.00	P 683,706,536.00
Collection of Income/Revenues		62,031,121.46	102,246,440.00
Collection of Receivables		148,663,122.50	141,788,407.73
Receipt of Inter-Agency Fund Transfers		77,160,999.85	80,109,327.50
Receipt of Trust Liabilities		3,558,435.40	5,600,682.32
Other Receipts		4,762,524.21	544,253.88
Adjustments	27	33,318,097.27	19,414,944.91
Total Cash Inflows		1,082,831,377.69	1,033,410,592.34
Cash Outflows			
Remittance to National Treasury		135,837.36	163,583.56
Payment of Expenses		150,849,681.42	96,365,049.70
Purchase of Inventories		30,868,036.99	13,415,058.68
Grant of Cash Advances		447,661,347.07	385,976,341.10
Refund of Deposits		3,949,776.22	78,970.00
Prepayments		6,332,170.36	826,768.98
Remittance of Personnel Benefit Contributions and Mandatory Deductions		191,064,951.20	188,748,755.67
Release of Inter-Agency Fund Transfers		197,812.00	0.00
Release of Intra-Agency Fund Transfers		110,961.85	0.00
Reversal of Unutilized NCA		11,796,248.88	762,311.53
Other Disbursements		181,783,214.40	142,940,734.44
Adjustments	28	20,567,054.58	22,582,137.47
Total Cash Outflows		1,045,317,092.33	851,859,711.13
Net Cash Provided by (Used in) Operating Activities	29	37,514,285.36	181,550,881.21
Cash Flows From Investing Activities			
Cash Outflows			
Purchase/Construction of Property, Plant and Equipment		28,149,020.93	58,239,947.94
Total Cash Outflows		(28,149,020.93)	(58,239,947.94)
Net Cash Provided by (Used in) Investing Activities		(28,149,020.93)	(58,239,947.94)
Increase (Decrease) in Cash and Cash Equivalents		9,365,264.43	123,310,933.27
Cash and Cash Equivalents, January 1		402,471,157.67	279,160,224.40
Cash and Cash Equivalents, December 31	P	411,836,422.10	402,471,157.67

Republic of the Philippines
University of Rizal System
Statement of Comparison of Budget and Actual Amount
For the Year Ended December 31, 2023

Particulars	Budgeted Amount		Actual Amounts on Comparable Basis	Difference Final Budget and Actual
	Original	Final		
RECEIPTS				
Services and Business Income	P 259,399,080.00	P 259,399,080.00	P 204,471,186.07	P 54,927,893.93
Total Receipts	<u>259,399,080.00</u>	<u>259,399,080.00</u>	<u>204,471,186.07</u>	<u>54,927,893.93</u>
PAYMENTS				
Personnel Services	657,191,252.00	657,191,252.00	617,211,405.77	39,979,846.23
Maintenance and Other				
Operating Expenses	298,193,686.30	298,193,686.30	286,617,808.69	11,575,877.61
Capital Outlay	93,221,424.00	93,221,424.00	58,035,880.55	35,185,543.45
Total Payments	<u>1,048,606,362.30</u>	<u>1,048,606,362.30</u>	<u>961,865,095.01</u>	<u>86,741,267.29</u>
NET RECEIPTS/PAYMENTS	P <u>(789,207,282.30)</u>	P <u>(789,207,282.30)</u>	P <u>(757,393,908.94)</u>	P <u>(31,813,373.36)</u>

**University of Rizal System
Notes to Financial Statements
For the Year Ended December 31, 2023**

1. Statement of Compliance and Basis of Preparation of Financial Statements

- 1.1** The financial statements have been prepared in accordance with and comply with the International Public Sector Accounting Standards (IPSASs) issued by the Commission on Audit (COA) per COA Circular No. 2021-004 dated July 21, 2021 and with the Government Accounting Manual (GAM) provided under COA Circular No. 2020-001 dated January 08, 2020 "Prescribing Volume III – Revised Chart of Accounts (Updated 2019) to replace Volume III – The Revised Chart of Accounts (Updated 2015) of the GAM for NGAs, Volume III", including the use of accounts in conformity with the Revised Chart of Accounts for National Government Agencies (NGAs).
- 1.2** The financial statements have been prepared on the basis of historical cost, unless stated otherwise. The Statement of Cash Flows is prepared using the direct method.

2. Summary of Significant Accounting Policies

2.1 Basis of Accounting

The financial statements are prepared on an accrual basis in accordance with the IPSASs.

2.2 Financial Instruments

a. Financial Assets

Initial Recognition and Measurement

Financial assets within the scope of IPSAS 29 Financial Instruments: Recognition and Measurement are classified as financial assets at fair value through surplus or deficit, loans and receivables, held-to-maturity investments or available-for-sale financial assets, as appropriate. URS determines the classification of its financial assets at initial recognition.

URS' financial assets include cash and short-term deposits; trade and other receivables; and loans and other receivables.

Subsequent measurement

The subsequent measurement of financial assets depends on their classification.

Loans and Receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. After initial measurement, such financial assets are subsequently measured at amortized cost using the effective interest method, less impairment. Amortized cost is calculated by taking into account any discount or premium on acquisition and fees or costs that are an integral part of the effective interest rate. Losses arising from impairment are recognized in the surplus or deficit.

Financial Assets Carried at Amortized Cost

The carrying amount of the asset is reduced using an allowance account and the amount of the loss is recognized in surplus or deficit.

Derecognition

URS derecognizes a financial asset or, where applicable, a part of a financial asset or part of URS of similar financial assets when:

- the rights to receive cash flows from the asset have expired or is waived; and
- URS has transferred its rights to receive cash flows from the asset or has assumed an obligation to pay the received cash flows in full without material delay to a third party; and either: a) URS has transferred substantially all the risks and rewards of the asset; or b) URS has neither transferred nor retained substantially all the risks and rewards of the asset, but has transferred control of the asset.

Impairment of financial assets

URS assesses at each reporting date whether there is objective evidence that a financial asset or a group of financial assets is impaired. A financial asset or a group of financial assets is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events that has occurred after the initial recognition of the asset (an incurred "loss event") and that loss event has an impact on the estimated future cash flows of the financial asset or the group of financial assets that can be reliably estimated.

Evidence of impairment may include the following indicators:

- the debtors or a group of debtors are experiencing significant financial difficulty;
- default or delinquency in interest or principal payments;
- the probability that debtors will enter bankruptcy or other financial reorganization; and
- observable data indicates a measurable decrease in estimated future cash flows (e.g., changes in arrears or economic conditions that correlate with defaults)

b. Financial liabilities

Initial recognition and measurement

Financial liabilities within the scope of IPSAS 29 are classified as financial liabilities at fair value through surplus or deficit or loans and borrowings, as appropriate. The entity determines the classification of its financial liabilities at initial recognition.

All financial liabilities are recognized initially at fair value and, in the case of loans and borrowings, plus directly attributable transaction costs.

URS' financial liabilities include trade and other payables.

Subsequent measurement

The measurement of financial liabilities depends on their classification.

Financial liabilities at fair value through surplus or deficit

Financial liabilities at fair value through surplus or deficit include financial liabilities held for trading and financial liabilities designated upon initial recognition as at fair value through surplus or deficit.

Financial liabilities are classified as held for trading if they are acquired for the purpose of selling in the near term.

This category includes derivative financial instruments entered into by the Group that are not designated as hedging instruments in hedge relationships as defined by IPSAS 29.

Gains or losses on liabilities held for trading are recognized in surplus or deficit.

Derecognition

A financial liability is derecognized when the obligation under the liability is discharged or cancelled or expires.

When an existing financial liability is replaced by another from the same lender on substantially different terms, or the terms of an existing liability are substantially modified, such an exchange or modification is treated as a derecognition of the original liability and the recognition of a new liability, and the difference in the respective carrying amounts is recognized in surplus or deficit.

2.3 Cash and Cash Equivalents

Cash and cash equivalents comprise cash on hand and cash at bank, deposits on call and highly liquid investments with an original maturity of three months or less, which are readily convertible to known amounts of cash and are subject to insignificant risk of changes in value. For the purpose of the consolidated statement of cash flows, cash and cash equivalents consist of cash and short-

term deposits as defined above, net of outstanding bank overdrafts.

2.4 Inventories

Inventory is measured at cost upon initial recognition. To the extent that inventory was received through non-exchange transactions (for no cost or for a nominal cost), the cost of the inventory is its fair value at the date of acquisition.

Inventories are recognized as an expense when deployed for utilization or consumption in the ordinary course of operations of the URS.

2.5 Investment Property

Investment properties are measured initially at cost, including transaction costs. The carrying amount includes the replacement cost of components of an existing investment property at the time that cost is incurred if the recognition criteria are met and excludes the costs of day-to-day maintenance of an investment property.

Investment properties are derecognized either when they have been disposed of or when the investment property is permanently withdrawn from use and no future economic benefit or service potential is expected from its disposal. The difference between the net disposal proceeds and the carrying amount of the asset is recognized in the surplus or deficit in the period of derecognition.

The URS uses the cost model for the measurement of investment property after initial recognition.

2.6 Property, Plant and Equipment

Recognition

An item is recognized as property, plant, and equipment (PPE) if it meets the characteristics and recognition criteria as a PPE.

The characteristics of PPE are as follows:

- tangible items;
- are held for use in the production or supply of goods or services, for rental to others, or for administrative purposes; and
- are expected to be used during more than one reporting period.

An item of PPE is recognized as an asset if:

- It is probable that future economic benefits or service potential associated with the item will flow to the entity; and

- The cost or fair value of the item can be measured reliably.

Measurement at Recognition

An item recognized as property, plant, and equipment is measured at cost.

A PPE acquired through non-exchange transaction is measured at its fair value as at the date of acquisition.

The cost of the PPE is the cash price equivalent or, for PPE acquired through non-exchange transaction its cost is its fair value as at recognition date.

Cost includes the following:

- Its purchase price, including import duties and non-refundable purchase taxes, after deducting trade discounts and rebates;
- Expenditure that is directly attributable to the acquisition of the items; and
- Initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located, the obligation for which an entity incurs either when the item is acquired, or as a consequence of having used the item during a particular period for purposes other than to produce inventories during that period.

Measurement After Recognition

After recognition, all property, plant and equipment are stated at cost less accumulated depreciation and impairment losses.

When significant parts of property, plant and equipment are required to be replaced at intervals, the URS recognizes such parts as individual assets with specific useful lives and depreciates them accordingly. Likewise, when a major repair/replacement is done, its cost is recognized in the carrying amount of the plant and equipment as a replacement if the recognition criteria are satisfied.

All other repair and maintenance costs are recognized as expense in surplus or deficit as incurred.

Depreciation

Each part of an item of property, plant, and equipment with a cost that is significant in relation to the total cost of the item is depreciated separately.

The depreciation charge for each period is recognized as expense unless it is included in the cost of another asset.

Initial Recognition of Depreciation

Depreciation of an asset begins when it is available for use such as when it is in the location and condition necessary for it to be capable of operating in the manner intended by management.

For simplicity and to avoid proportionate computation, the depreciation is for one month if the PPE is available for use on or before the 15th of the month. However, if the PPE is available for use after the 15th of the month, depreciation is for the succeeding month.

Depreciation Method

The straight line method of depreciation is adopted unless another method is more appropriate for agency operation.

A residual value equivalent to at least five percent (5%) of the cost shall be adopted unless a more appropriate percentage is determined by the entity based on its operation subject to the approval of COA.

Estimated Useful Life

The URS uses the Schedule on the Estimated Useful Life of PPE by classification prepared by COA.

The URS uses a residual value equivalent to at least five per cent (5%) of the cost of the PPE.

Impairment

An asset's carrying amount is written down to its recoverable amount, or recoverable service amount, if the asset's carrying amount is greater than its estimated recoverable service amount.

Derecognition

The URS derecognizes items of property, plant and equipment and/or any significant part of an asset upon disposal or when no future economic benefits or service potential is expected from its continuing use. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in the surplus or deficit when the asset is derecognized.

2.7 Leases

URS as a Lessor

Operating Lease

Leases in which URS does not transfer substantially all the risks and benefits

of ownership of an asset are classified as operating leases. Initial direct costs incurred in negotiating an operating lease are added to the carrying amount of the leased asset and recognized over the lease term.

Rent received from an operating lease is recognized as income on a straight-line basis over the lease term. Contingent rents are recognized as revenue in the period in which they are earned.

The depreciation policy for PPE is applied to similar assets leased by the entity.

2.8 Intangible Assets

Recognition and Measurement

Intangible assets are recognized when the items are identifiable non-monetary assets without physical substance; it is probable that the expected future economic benefits or service potential that are attributable to the assets will flow to the entity; and the cost or fair value of the assets can be measured reliably.

Intangible assets acquired separately are initially recognized at cost.

If payment for an intangible asset is deferred beyond normal credit terms, its cost is the cash price equivalent. The difference between this amount and the total payments is recognized as interest expense over the period of credit unless it is capitalized in accordance with the capitalization treatment permitted in IPSAS 5, Borrowing Costs.

Recognition of an Expense

Expenditure on an intangible item shall be recognized as an expense when it is incurred unless it forms part of the cost of an intangible asset that meets the recognition criteria of an intangible asset.

Subsequent Measurement

The useful life of the intangible assets is assessed as either finite or indefinite. Intangible assets with a finite life are amortized over its useful life:

The straight-line method is adopted in the amortization of the expected pattern of consumption of the expected future economic benefits or service potential.

2.9 Changes in Accounting Policies and Estimates

The URS recognizes the effects of changes in accounting policy retrospectively. The effects of changes in accounting policy were applied prospectively if retrospective application is impractical.

The URS recognizes the effects of changes in accounting estimates prospectively by including in surplus or deficit.

The URS corrects material prior period errors retrospectively in the first set of financial statements authorized for issue after their discovery by:

- Restating the comparative amounts for prior period(s) presented in which the error occurred; or
- If the error occurred before the earliest prior period presented, restating the opening balances of assets, liabilities and net assets/equity for the earliest prior period presented.

2.10 Revenue from Non-exchange Transactions

Recognition and Measurement of Assets from Non-Exchange Transactions

An inflow of resources from a non-exchange transaction, other than services in-kind, that meets the definition of an asset were recognized as an asset if the following criteria were met:

- It is probable that the future economic benefits or service potential associated with the asset will flow to the entity; and
- The fair value of the asset can be measured reliably.

An asset acquired through a non-exchange transaction is initially measured at its fair value as at the date of acquisition.

Recognition Revenue from Non-Exchange Transactions

An inflow of resources from a non-exchange transaction recognized as an asset is recognized as revenue, except to the extent that a liability is also recognized in respect of the same inflow.

As URS satisfies a present obligation recognized as a liability in respect of an inflow of resources from a non-exchange transaction recognized as an asset, it reduces the carrying amount of the liability recognized and recognize an amount of revenue equal to that reduction.

Measurement of Revenue from Non-Exchange Transactions

Revenue from non-exchange transactions is measured at the amount of the increase in net assets recognized by the entity, unless a corresponding liability is recognized.

Gifts and Donations

The URS recognizes assets and revenue from gifts and donations when it is probable that the future economic benefits or service potential will flow to the entity and the fair value of the assets can be measured reliably.

Goods in-kind were recognized as assets when the goods were received, or

there is a binding arrangement to receive the goods. If goods in-kind were received without conditions attached, revenue is recognized immediately. If conditions were attached, a liability is recognized, which is reduced and revenue recognized as the conditions were satisfied.

On initial recognition, gifts and donations including goods in-kind were measured at their fair value as at the date of acquisition, which were ascertained by reference to an active market, or by appraisal. An appraisal of the value of an asset is normally undertaken by a member of the valuation profession who holds a recognized and relevant professional qualification. For many assets, the fair value was ascertained by reference to quoted prices in an active and liquid market.

2.11 Revenue from Exchange transactions

Measurement of Revenue

Revenue was measured at the fair value of the consideration received or receivable.

Sale of Goods

Revenue from the sale of goods is recognized when the significant risks and rewards of ownership have been transferred to the buyer, usually on delivery of the goods and when the amount of revenue can be measured reliably and it is probable that the economic benefits or service potential associated with the transaction will flow to the URS.

Rental Income

Rental income arising from operating leases on investment properties is accounted for on a straight-line basis over the lease terms and included in revenue.

2.12 Budget Information

The annual budget is prepared on a cash basis in compliance with Executive Order (EO) No. 91, entitled "Adopting the Cash Budgeting System Beginning Fiscal Year 2019, and for Other Purposes. The University's annual budget is published in the government website.

A separate Statement of Comparison of Budget and Actual Amounts (SCBAA) was prepared since the budget and the financial statements were not prepared on comparable basis. The SCBAA was presented showing the original and final budget and the actual amounts on comparable basis to the budget. Explanatory comments are provided in the notes to the annual financial statements.

These budget figures were those approved by the governing body both at the beginning and during the year following a period of consultation with the public.

2.13 Employee Benefits

The employees of URS are members of the Government Service Insurance System (GSIS), which provides life and retirement insurance coverage.

The URS recognizes the undiscounted amount of short-term employee benefits, like salaries, wages, bonuses, allowance, etc., as expense unless capitalized, and as a liability after deducting the amount paid.

The URS recognizes expenses for accumulating compensated absences when these were paid (commuted or paid as terminal leave benefits). Unused entitlements that have accumulated at the reporting date were not recognized as expense. Non-accumulating compensated absences, like special leave privileges, were not recognized.

3. Prior Period Adjustments

The URS has recognized various adjustments pertaining to previous years that affect the balance of Accumulated Surplus (Deficit) Account.

4. Cash and Cash Equivalents

Accounts	2023	2022
Cash in Bank-Local Currency, Current Account	₱402,905,465.78	₱397,086,962.48
Cash in Bank-Local Currency, Current Account – Development Bank of the Philippines (DBP)	2,725,000.00	5,384,195.19
Cash in Bank-Local Currency, Current Account - Land Bank of the Philippines (LBP)	<u>6,205,956.32</u>	<u>0.00</u>
Total	<u>₱411,836,422.10</u>	<u>₱402,471,157.67</u>

The LBP - Tanay Branch and the DBP, Antipolo Branch are the depository banks of URS with the following bank account details:

Bank	Account Number	Account Name
LBP	2114-9002-17	URS Modified Disbursement Scheme
LBP	1142-1018-03	URS Special Trust Fund
LBP	1142-1030-08	URS Other Funds
LBP	1142-1028-77	URS Morong Income Generating Project
LBP	1142-1031-64	URS Payroll Fund
LBP	1142-10361-80	URS Business Affairs Office
LBP	1142-1036-10	URS Antipolo – Senior High School Voucher Program
LBP	1142-1035-98	URS Morong – Senior High School Voucher Program
LBP	1142-1036-01	URS Tanay – Senior High School Voucher Program

Bank	Account Number	Account Name
DBP	0466-052525-030	University of Rizal System

5. Receivables

This account consists of the following:

Accounts	2023	2022
Loans and Receivables	P7,087,195.82	P7,659,577.82
Inter-Agency Receivables	156,612.57	1,821,585.01
Intra-Agency Receivables	176,271.85	0.00
Other Receivables	<u>1,836,603.30</u>	<u>752,613.39</u>
Total	<u>P9,256,683.54</u>	<u>P10,233,776.22</u>

5.1 Loans and Receivables

Accounts	2023	2022
Accounts Receivable	P7,459,608.33	P8,031,990.33
Allowance for Impairment- Accounts Receivable	<u>(372,412.51)</u>	<u>(372,412.51)</u>
Net Value-Accounts Receivable	<u>P7,087,195.82</u>	<u>P7,659,577.82</u>

Accounts Receivable represents unpaid tuition and other fees from students and sponsors (scholarship) and sales on account from Income Generating Projects (IGP) and Corporate Business Affairs (CBA).

5.2 Aging/Analysis of Receivables

As at December 31, 2023

Accounts	Total	Not Past Due	<30 days	Past Due 30-60 days	>60 days
Accounts Receivable	P7,459,608.33	P0.00	P1,455.00	P6,438.00	P7,432,592.83
Other Receivables	<u>19,698.75</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>19,698.75</u>
Total	<u>7,479,307.08</u>	<u>0.00</u>	<u>1,455.00</u>	<u>6,438.00</u>	<u>7,452,291.58</u>

5.3 Inter-Agency Receivables

Accounts	2023	2022
Due from National Government Agencies	<u>P156,612.57</u>	<u>P1,821,585.01</u>

Due from National Government Agencies account represents advances to Procurement Service (PS) for supplies and materials which remained undelivered as of December 31, 2023.

5.4 Other Receivables

Accounts	2023	2022
Receivables-Disallowances/Charges	P1,317,977.41	P0.00

Other Receivables	19,698.75	34,498.75
Due from Officers and Employees	<u>498,927.14</u>	<u>718,114.64</u>
Total	<u>P1,836,603.30</u>	<u>P752,613.39</u>

Receivables-Disallowances/Charges consist of ND No. 2016-002-184 (2015) - Disallowed transactions of the University for the payment of RATA and ND No. 2023-001-011 (2022) - Payment of honoraria to event stylist without legal basis and not in accordance with Section 61 of the General Provisions of the General Appropriation Act (GAA) for Fiscal Year 2022 and considered irregular and unnecessary pursuant to COA Circular No. 2012-003 dated October 29, 2012.

Other Receivables consist of receivables from Corporate and Business Affairs (CBA).

Due from Other Funds account consists of PhilHealth Premium remittances for faculty and contractors staffs for December 2023 for various URS campuses.

The balance of the "Due from Officers and Employees" account represents undeposited cash on hand of the collecting officer of CBA Coordinator since CY 2015. The initial amount is P408,614.64, however, partial settlement was made by the concerned employee, decreasing the balance of the account to P368,114.64. Another composition of this account represents the unliquidated seed money granted to different URS campuses for One Campus One Project (OCOP) amounting to P130,812.50.

6. Inventories

Accounts	2023	2022
Inventory Held For Sale		
Merchandise Inventory	P2,216,931.36	P5,007,717.89
Inventory Held For Consumption		
Office Supplies Inventory	8,076,276.77	4,978,507.29
Accountable Forms, Plates and Stickers Inventory	271,804.72	371,623.40
Drugs and Medicines Inventory	769,063.61	375,267.11
Medical, Dental and Laboratory Supplies Inventory	218,464.65	168,592.65
Agricultural and Marine Supplies Inventory	173,912.50	37,375.00
Chemical and Filtering Supplies Inventory	20,442.00	0.00
Textbooks and Instructional Materials Inventory	1,991,588.00	0.00
Construction Materials Inventory	304,152.00	0.00
Other Supplies and Materials Inventory	3,762,231.89	1,249,256.07
Semi-Expendable Machinery and Equipment		
Semi-Expendable Office Equipment	1,490,954.18	61,306.64

Accounts	2023	2022
Semi-Expendable Information and Communications Technology Equipment	5,509,697.50	12,992.00
Semi-Expendable Agricultural and Forestry Equipment	215,390.00	0.00
Semi-Expendable Communications Equipment	34,500.00	0.00
Semi-Expendable Medical Equipment	215,245.00	3,000.00
Semi-Expendable Sports Equipment	39,470.00	0.00
Semi-Expendable Technical and Scientific Equipment	320,290.00	0.00
Semi-Expendable Construction Equipment	22,750.00	0.00
Semi-Expendable Other Equipment	1,585,223.00	0.00
Semi-Expendable Furniture and Fixtures	2,207,841.90	134,870.00
Semi-Expendable Books	<u>1,614,089.00</u>	<u>52,680.00</u>
Total	<u>P31,060,318.08</u>	<u>P12,453,188.05</u>

Merchandise Inventories are uniforms and other items held for sale by the CBA to students.

Office Supplies Inventory pertains to supplies and materials procured for the operational requirements of URS. Monthly issuances were recorded in the books as they take place. Textbooks and Instructional Materials Inventory pertains to cost of textbooks and instructional materials purchased for the use of URS operations.

Other Supplies and Materials Inventory consists of tangible items acquired which cannot be classified under any of the specific inventory accounts such as tools, wheelbarrow and electrical equipment used by Maintenance and Utility personnel which costs are below the ₱50,000.00 capitalization threshold.

Particulars	Inventories carried at fair value less cost to sell
Inventory held for sale	
Carrying Amount, January 1, 2023	P5,007,717.89
Additions/Acquisitions during the year	1,856,719.37
Expensed during the year except write-down	(2,386,723.41)
Other Adjustment	<u>(2,260,782.49)</u>
Carrying Amount, December 31, 2023	<u>P2,216,931.36</u>
Inventory held for consumption	
Carrying Amount, January 1, 2023	P7,180,621.53
Additions/Acquisitions during the year	27,637,762.96
Expensed during the year except write-down	(19,016,598.35)
Other Adjustment	<u>(213,850.00)</u>
Carrying Amount, December 31, 2023	<u>P15,587,936.14</u>

Particulars	Inventories carried at fair value less cost to sell
Semi-Expendable Machinery and Equipment	
Carrying Amount, January 1, 2023	P264,848.64
Additions/Acquisitions during the year	18,236,047.14
Expensed during the year except write-down	(5,219,280.80)
Other Adjustment	<u>(26,164.40)</u>
Carrying Amount, December 31, 2023	<u>P13,255,450.58</u>
Total Carrying Amount, December 31, 2023	<u>P31,060,318.08</u>

7. Other Assets

Accounts	2023		
	Current	Non-Current	Total
Prepayments	P7,841,186.58	P0.00	P7,841,186.58
Deposits	1,317,762.45	0.00	1,317,762.45
Other Assets	<u>0.00</u>	<u>4,471,709.72</u>	<u>4,471,709.72</u>
Total	<u>P9,158,949.03</u>	<u>P4,471,709.72</u>	<u>P13,630,658.75</u>

Accounts	2022		
	Current	Non-Current	Total
Prepayments	P3,426,363.31	P0.00	P3,426,363.31
Deposits	3,741,994.76	0.00	3,741,994.76
Other Assets	<u>0.00</u>	<u>4,311,107.27</u>	<u>4,311,107.27</u>
Total	<u>P7,168,358.07</u>	<u>P4,311,107.27</u>	<u>P11,479,465.34</u>

Prepayments include Advances to Contractors, Prepaid Insurance and Other Prepayments such as firewall server license subscription of various URS campuses.

8. Investment Property

Particulars	2023	2022
Carrying Amount, January 1, 2023	P2,518,472.91	P2,677,548.82
Depreciation	(167,913.47)	(159,075.91)
Other Adjustment	<u>(202,683.30)</u>	<u>0.00</u>
Carrying Amount, December 31, 2023	<u>P2,147,876.14</u>	<u>P2,518,472.91</u>
Gross Cost	P6,166,772.23	P6,166,772.23
Less: Accumulated Depreciation	<u>(4,018,896.09)</u>	<u>(3,648,299.32)</u>
Carrying Amount, December 31, 2023	<u>P2,147,876.14</u>	<u>P2,518,472.91</u>

Investment Property, Buildings represents one-storey canteen buildings in Pililla, Tanay and Taytay, and the University Function Hall located in the ground floor of the College Library Building in Morong available for rental to various customers.

9. Property, Plant and Equipment

	Land	Land Improvements	Infrastructure Assets	Buildings and Other Structures	Machinery and Equipment	Transportation Equipment	Furniture, Fixtures and Books	Other Property, Plant and Equipment	Construction in Progress	TOTAL
(In Philippine Currency)										
Carrying Amount, January 1, 2023	30,289,430.00	15,246,162.24	707,859.38	238,046,304.77	105,612,564.25	2,355,907.77	1,531,751.76	16,181.50	29,747,106.10	423,553,267.77
Additions/Acquisitions	<u>0.00</u>	<u>3,314,377.36</u>	<u>0.00</u>	<u>39,065,138.26</u>	<u>50,385,527.07</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>9,318,032.16</u>	<u>102,083,074.85</u>
Total	<u>30,289,430.00</u>	<u>18,560,539.60</u>	<u>707,859.38</u>	<u>277,111,443.03</u>	<u>155,998,091.32</u>	<u>2,355,907.77</u>	<u>1,531,751.76</u>	<u>16,181.50</u>	<u>39,065,138.26</u>	<u>525,636,342.62</u>
<i>Depreciation (As per Statement of Financial Performance)</i>	0.00	(2,412,888.76)	(60,790.50)	(13,567,111.04)	(25,582,843.38)	(205,221.63)	(205,195.33)	0.00	0.00	(42,034,050.64)
<i>Other Adjustment</i>	<u>0.00</u>	<u>(844,471.99)</u>	<u>(242,360.94)</u>	<u>(256,715.86)</u>	<u>(9,895.20)</u>	<u>(898,727.10)</u>	<u>(59,732.44)</u>	<u>(8,090.75)</u>	<u>(39,065,138.26)</u>	<u>(41,385,132.54)</u>
Carrying Amount, December 31, 2023	<u>30,289,430.00</u>	<u>15,303,178.85</u>	<u>404,707.94</u>	<u>263,287,616.13</u>	<u>130,405,352.74</u>	<u>1,251,959.04</u>	<u>1,266,823.99</u>	<u>8,090.75</u>	<u>.00</u>	<u>442,217,159.44</u>
Gross Cost	30,289,430.00	33,761,035.38	5,070,356.26	452,919,815.99	302,410,106.07	18,328,802.10	2,606,935.65	161,815.00	0.00	845,548,296.45
<i>Less : Accumulated Depreciation</i>	<u>0.00</u>	<u>(18,457,856.53)</u>	<u>(4,665,648.32)</u>	<u>(189,632,199.86)</u>	<u>(172,004,753.33)</u>	<u>(17,076,843.06)</u>	<u>(1,340,111.66)</u>	<u>(153,724.25)</u>	<u>0.00</u>	<u>(403,331,137.01)</u>
Carrying Amount, December 31, 2023	<u>30,289,430.00</u>	<u>15,303,178.85</u>	<u>404,707.94</u>	<u>263,287,616.13</u>	<u>130,405,352.74</u>	<u>1,251,959.04</u>	<u>1,266,823.99</u>	<u>8,090.75</u>	<u>.00</u>	<u>442,217,159.44</u>

Land consists of land with Original and Transfer Certificate of Title under the custody of the University consisting of URS Pililla, Rodriguez and Tanay.

School Buildings include fully depreciated building still in use.

Twenty six (26) buildings were constructed on eight (8) URS Campuses sponsored by various LGUs. However, only three (3) out of twenty six (26) buildings were supported by a Memorandum of Agreement and Certificate of Acceptance and Turnover.

Campus	Quantity	Description
URS Angono	1	Ynares Building
	1	Building, 2 storey, 3 classrooms, concrete
	1	Drillon Building, 2-storey, 12 classrooms
	1	Duavit Building, 2-storey, 8 classrooms
	1	Sumulong Building 1, 2-storey, 4 classrooms
URS Antipolo	1	Sumulong (Admin) Building, 3-storey, 21 classrooms
	1	Ynares (Aces) Buildings, 3-storey, 14 classrooms
	1	Ynares (CHI) Building, 3-storey, 21 Classrooms
	1	Ynares (Graduate School) Building, 4-storey, 18 classrooms
	1	Office of Student Development Services (OSDS) Bldg - 2 Storey: 5 - Offices
URS Binangonan	1	Margarito G. Duavit Bldg - Five (5) Storey : 22 - Classrooms, 6 - offices, 1 - Multipurpose Hall
	1	Casimiro S. Ynares Sr. Bldg – Five (5) Storey : 16 - Classrooms, 19 - offices, 1 - AVR, 1 - Multipurpose Hall
URS Cainta	1	Four (4) Storey building with 18 Rooms. Concrete slab.
	1	Four (4) Storey Building with 7 Rooms and 1 open space. Concrete slab.
URS Pililla	1	Ynares Multi- Purpose Building (OSDS Building)
	1	College of Agriculture Bldg (Ynarez Bldg), 2 story, 8 classrooms
	1	College of Business Bldg (Rodriguez bldg), 3 story, 16 classrooms
URS Rodriguez	1	College of Social Work and Community Development (Rodrigue bldg), 3 story, 6 classrooms
	1	College of Education (Tanjuatco bldg), 2 story, 10 classrooms
	1	Administration Bldg (Ynarez Bldg), 3 story, 10 rooms, 1 function hall

Campus	Quantity	Description
URS Tanay	1	Isidro S. Rodriguez, Jr. (ISR) School Building, 2 storey, concrete, 8 classrooms (CAM)
	1	Ynares Dormitory (Girls), 3 rooms with comfort room, concrete
	1	Ynares Multi Purpose Covered Court, 24m x 15m
	1	Ynares Dormitory (Boys), 3 rooms with comfort rooms and kitchen, concrete
	1	Ynares School Building, 2 storey, 6 classrooms with 2 comfort rooms, concrete (Lab School)
URS Taytay	<u>1</u>	Ynares-type four story building with 7 rooms on 4th floor with 1 comfort room, 7 rooms on 3rd floor with 1 comfort room, 9 rooms on 2nd floor with 1 comfort room, 12 room on 1st floor with 2 comfort room.
Total	<u>26</u>	

Five motor vehicles were donated by the Energy Regulatory Commission (ERC) with Deed of Donation dated December 22, 2022. However, the value of the donated motor vehicles was still undetermined as of year-end.

Brand/Type/Plate Number

1. Isuzu Crosswind, SGJ 516
2. Mitsubishi Adventure, SFG 880
3. Mitsubishi Adventure GL Wagon, SHB 334
4. Toyota Tamaraw FX, SEF 457
5. Toyota Innova V, SHU 851

10. Biological Assets

Accounts	2023	2022
Trees, Plants and Crops	₱5,819,125.00	₱5,786,125.00
Livestock Held for Consumption/Sale/Distribution	315,603.06	333,182.62
Trees, Plants and Crops Held for Consumption / Sale / Distribution	<u>940,800.00</u>	<u>965,000.00</u>
Total	<u>₱7,075,528.06</u>	<u>₱7,084,307.62</u>

This account consists of consumable biological assets held for sale by the Production Unit that serves as income generating project of the University.

Reconciliation of the amount of Biological Assets

**Reconciliation of the Carrying Amount of Trees, Plants and Crops
As of December 31, 2023**

Particulars	Amount
Carrying Amount as of January 1, 2023	P5,786,125.00
Gain arising from changes in fair value less costs to sell attributable to physical changes	141,618.50
Decreases due to sales	<u>(108,618.50)</u>
Carrying amount at December 31, 2023	<u>P5,819,125.00</u>

**Reconciliation of the Carrying Amount of Livestock Held for
Consumption/Sale/Distribution
As of December 31, 2023**

Particulars	Amount
Carrying Amount as of January 1, 2023	P333,182.62
Increases due to birth	24,600.00
Gain arising from changes in fair value less costs to sell attributable to physical changes (<i>Table 1</i>)	<u>(42,179.56)</u>
Carrying amount at December 31, 2023	<u>P315,603.06</u>

Table 1

<u>Date Recognized</u>	<u>Qty.</u>	<u>CAFV*</u>	<u>PAFV**</u>	<u>Difference</u>	<u>Amount</u>
Jan. 1, 2023	14	19,223.998571	21,412.174667	(2,188.176096)	P(30,634.47)
Jan. 1, 2023	1	15,745.040000	12,000.000000	3,745.040000	3,745.04
Feb. 7 & 8, 2023	1	15,361.020000	12,300.000000	3,061.020000	6,122.04
June 30, 2023	1	0.0000000000	21,412.174667	(21,412.174667)	<u>(21,412.17)</u>
					<u>P(42,179.56)</u>

*Legend: *CAFV – Current Age Fair Value
**PAFV – Previous Age Fair Value*

**Reconciliation of the Carrying Amount of Trees, Plants and Crops Held For
Consumption/Sale/Distribution
As of December 31, 2023**

Particulars	Amount
Carrying Amount as of January 1, 2023	P965,000.00
Gain arising from changes in fair value less costs to sell attributable to physical changes	<u>(24,200.00)</u>
Carrying amount at December 31, 2023	<u>P940,800.00</u>

11. Intangible Assets

Accounts	2023	2022
Patents/Copyrights	P13,597.40	P6,847.40
Computer Software	1,214,120.17	0.00
Other Intangible Assets	<u>4,635.20</u>	<u>4,635.20</u>
Total	<u>P1,232,352.77</u>	<u>P11,482.60</u>

This account consists of invention application by Intellectual Property Office (IPO).

Particulars	2023			Total
	Patents/ Copyrights	Computer Software	Other Intangible Assets	
Carrying Amount, January 1, 2023	₱6,847.40	₱0.00	₱4,635.20	₱11,482.60
Additions-Internally Developed	6,750.00	0.00	0.00	6,750.00
Additions-Purchased/ Acquired thru exchange or non- exchange transaction	<u>0.00</u>	<u>1,214,120.17</u>	<u>0.00</u>	<u>1,214,120.17</u>
Carrying Amount, December 31, 2023	<u>₱13,597.40</u>	<u>₱1,214,120.17</u>	<u>₱4,635.20</u>	<u>₱1,232,352.77</u>
Gross Cost	₱13,597.40	₱1,214,120.17	₱4,635.20	₱1,232,352.77
Less: Accumulated Amortization (including accumulated impairment loss)	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Carrying Amount, December 31, 2023	<u>₱13,597.40</u>	<u>₱1,214,120.17</u>	<u>₱4,635.20</u>	<u>₱1,232,352.77</u>

12. Financial Liabilities

Accounts	2023	2022
Payables		
Accounts Payable	₱14,449,386.58	₱15,101,900.54
Due to Officers and Employees	<u>7,359,383.05</u>	<u>9,625,515.57</u>
Total	<u>₱21,808,769.63</u>	<u>₱24,727,416.11</u>

Accounts Payable which are due and demandable represents valid and legal obligations for which good/services/projects are delivered/completed/accepted by the University at year end.

Due to Officers and Employees pertains to obligated amount for salaries and wages, overtime pay, honoraria for teaching overload and research incentives, and various reimbursements of faculty and staff for the services rendered as of December 31, 2023.

The obligated amount for Accounts Payable classified as not yet due and demandable amounted to ₱24,892,560.02 for Fund 011, ₱10,740,137.27 for Fund 052, and ₱1,091,455.60 for Fund 062. These represent valid and legal obligations for which good / services / projects have not yet been delivered / completed / accepted by the University at year-end.

13. Inter-Agency Payables

Accounts	2023	2022
Due to BIR	P1,375,668.15	P1,199,382.16
Due to GSIS	884,092.12	1,505,300.44
Due to Pag-IBIG	124,456.28	341,674.89
Due to PhilHealth	133,518.30	187,270.05
Due to NGAs	16,502,453.66	52,049,751.10
Due to LGUs	<u>1,019,372.24</u>	<u>1,019,372.24</u>
Total	<u>P20,039,560.75</u>	<u>P56,302,750.88</u>

Due to BIR, GSIS, Pag-IBIG and PhilHealth represent unremitted amount on December 31, 2023. The same shall be automatically be remitted in January 2024.

Due to NGAs represents Tertiary Education Subsidy (TES) from the Commission on Higher Education (CHED) under RA 10687, otherwise known as the Unified Student Financial Assistance System for Tertiary Education (UniFAST) Act. Also Included are funding support from sponsoring agencies to sustain the research and extension projects of the faculty.

14. Trust Liabilities

Accounts	2023	2022
Trust Liabilities	P86,163,865.62	P84,820,383.79
Guaranty/Security Deposits Payable	<u>2,627,624.29</u>	<u>4,691,224.07</u>
Total	<u>P88,791,489.91</u>	<u>P89,511,607.86</u>

Trust Liabilities account consist of fiduciary fees collected from students and CHED.

Guaranty/Security Deposits Payable account consists of retention fee deducted from contractors for every progress billing made.

15. Other Payables

Accounts	2023	2022
Other Payables	<u>P4,850,949.64</u>	<u>P1,277,710.07</u>

The URS has payables to agencies not classified as financial liabilities pertaining to transactions entered into by the CBA in the amount of P1,142,934.66, has set-up of receivable from Department of Budget and Management for Free Higher Education amounting to P3,683,300.00 and the P24,714.98 represents Provident Fund unremitted amount on December 31, 2023 and shall be automatically be remitted in January 2024.

16. Service and Business Income

Accounts	2023	2022
Service Income		
Other Service Income	P10,844.90	P241.90

Accounts	2023	2022
Business Income		
School Fees	195,650,207.14	164,483,445.06
Rent/Lease Income	1,085,987.00	134,022.00
Income from Hostels/Dormitories and Other Like Facilities	174,060.00	0.00
Income from Printing and Publication	129,972.00	8,854.00
Sales Revenue	3,182,533.00	8,855,161.42
Interest Income	26,149.73	32,569.50
Other Business Income	<u>4,887,354.41</u>	<u>3,194,337.63</u>
Total	<u>P205,147,108.18</u>	<u>P176,708,631.51</u>

School fees represents collection from Commission on Higher Education (CHED) for tuition fee of students for 2nd Semester of AY 2022-2023 and 1st Semester of AY 2023-2024 as a result of full tuition subsidy for SUCs as per RA 10931 or the "Universal Access to Quality Tertiary Education Act". Other collections came from tuition and other miscellaneous fees of the Graduate School students.

Other sources of income are rentals from dormitory and concessionaires, printing and publication services, sale of different commodities under the CBA and agri-based products from Tanay Campus.

There is a material decrease in Sales Revenue because books as part of commodities for sale of CBA are under consignment basis. Hence, the amount of commission realized upon sale is recognized as income and not the whole selling price of the books which was the practice in the past.

17. Shares, Grants and Donations

Accounts	2023	2022
Income from Grants and Donations in Kind	<u>P17,040,000.00</u>	<u>P0.00</u>

Income from Grants and Donations in Kind consists of Semi-Expendable Technical and Scientific Equipment and Technical and Scientific Equipment donated by Department of Trade and Industry - Rizal to Food Testing Laboratory in April 2023.

18. Gains

Accounts	2023	2022
Gain on Sale of Biological Assets	P0.00	P4,400.00
Gain from Changes in Fair Value Less Costs to Sell of Biological Assets Due to Physical Change	<u>207,974.57</u>	<u>82,932.62</u>
Total	<u>P207,974.57</u>	<u>P87,332.62</u>

19. Personnel Services

This account consists of the following:

Accounts	2023	2022
Salaries and Wages	P 375,672,904.74	P358,951,569.18
Other Compensation	172,644,860.90	170,845,856.13
Personnel Benefit Contributions	52,903,529.88	49,555,723.52
Other Personnel Benefits	<u>914,663.00</u>	<u>933,557.03</u>
Total	<u>P602,135,958.52</u>	<u>P580,286,705.86</u>

19.1 Salaries and Wages

Accounts	2023	2022
Salaries and Wages - Regular	P312,489,451.63	P322,230,605.54
Salaries and Wages - Casual/Contractual	<u>63,183,453.11</u>	<u>36,720,963.64</u>
Total	<u>P375,672,904.74</u>	<u>P358,951,569.18</u>

19.2 Other Compensation

Accounts	2023	2022
Personal Economic Relief Allowance (PERA)	P18,838,163.75	P19,331,488.51
Representation Allowance (RA)	215,000.00	238,750.00
Transportation Allowance (TA)	102,341.73	113,722.97
Clothing/Uniform Allowance	4,644,000.00	4,818,000.00
Subsistence Allowance	45,831.25	29,712.50
Laundry Allowance	6,249.56	4,051.64
Honoraria	35,610,028.93	33,068,929.54
Hazard Pay	516,839.70	312,110.03
Overtime and Night Pay	2,098,992.65	3,280,976.50
Mid-Year Bonus	30,033,668.00	28,505,036.00
Year-End Bonus	31,207,895.55	30,963,669.60
Cash Gift	3,940,501.00	4,029,000.00
Other Bonuses and Allowances	<u>45,385,348.78</u>	<u>46,150,408.84</u>
Total	<u>P172,644,860.90</u>	<u>P170,845,856.13</u>

19.3 Personnel Benefit Contributions

Accounts	2023	2022
Retirement and Life Insurance Premiums	P44,055,939.81	P40,858,273.43
Pag-IBIG Contributions	924,200.00	1,158,470.84
PhilHealth Contributions	6,984,515.97	6,573,761.75
Employees Compensation Insurance Premiums	<u>938,874.10</u>	<u>965,217.50</u>
Total	<u>P52,903,529.88</u>	<u>P49,555,723.52</u>

19.4 Other Personnel Benefits

Accounts	2023	2022
Terminal Leave Benefits	₱0.00	₱38,557.03
Other Personnel Benefits	<u>914,663.00</u>	<u>895,000.00</u>
Total	<u>₱914,663.00</u>	<u>₱933,557.03</u>

20. Maintenance and Other Operating Expenses

This account consists of the following:

Accounts	2023	2022
Travelling Expenses	₱ 2,835,316.75	₱ 4,475,263.19
Training and Scholarship Expenses	7,571,413.37	7,906,947.55
Supplies and Materials Expenses	17,601,455.40	20,311,860.37
Utility Expenses	24,541,562.33	16,557,516.97
Communication Expenses	6,975,567.23	7,291,742.29
Awards/Rewards and Prizes	2,635,262.00	2,127,797.00
Survey, Research, Exploration and Development Expenses	59,259.70	0.00
Demolition/Relocation and Desilting/Dredging Expenses	425,550.00	0.00
Confidential, Intelligence and Extraordinary Expenses	122,000.00	122,000.00
Professional Services	1,093,501.05	743,760.00
General Services	45,000.00	71,600.20
Repairs and Maintenance	1,808,270.17	6,980,355.65
Taxes, Insurance Premiums and Other Fees	5,719,905.05	601,874.36
Labor and Wages	15,495,725.76	11,651,791.16
Other Maintenance and Operating Expenses	<u>12,387,717.37</u>	<u>150,366,945.29</u>
Total	<u>₱99,317,506.18</u>	<u>₱229,209,454.03</u>

20.1 Traveling Expenses

Accounts	2023	2022
Traveling Expenses-Local	₱2,571,524.13	₱4,318,969.99
Traveling Expenses-Foreign	<u>263,792.62</u>	<u>156,293.20</u>
Total	<u>₱2,835,316.75</u>	<u>₱4,475,263.19</u>

20.2 Training and Scholarship Expenses

Accounts	2023	2022
Training Expenses	₱7,337,397.87	₱7,713,679.35
Scholarship Grants/Expenses	<u>234,015.50</u>	<u>193,268.20</u>
Total	<u>₱7,571,413.37</u>	<u>₱7,906,947.55</u>

20.3 Supplies and Materials Expenses

Accounts	2023	2022
Office Supplies Expense	P4,942,903.13	P2,533,564.25
Accountable Forms Expenses	36,145.64	81,528.00
Drugs and Medicines Expenses	478.50	121,694.89
Medical, Dental and Laboratory Supplies Expenses	439,256.10	979,371.85
Fuel, Oil and Lubricants Expenses	1,236,820.24	1,012,635.04
Agricultural and Marine Supplies Expenses	0.00	350,354.50
Textbooks and Instructional Materials Expense	0.00	258,928.00
Semi-Expendable Machinery and Equipment Expenses	3,773,019.80	3,714,571.16
Semi-Expendable Furniture, Fixtures and Books Expenses	1,446,261.00	3,707,259.28
Other Supplies and Materials Expenses	<u>5,726,570.99</u>	<u>7,551,953.40</u>
Total	<u>P17,601,455.40</u>	<u>P20,311,860.37</u>

20.4 Utility Expenses

Accounts	2023	2022
Water Expenses	P2,736,952.12	P1,737,398.23
Electricity Expenses	<u>21,804,610.21</u>	<u>14,820,118.74</u>
Total	<u>P24,541,562.33</u>	<u>P16,557,516.97</u>

20.5 Communication Expenses

Accounts	2023	2022
Postage and Courier Services	P0.00	P748.00
Telephone Expenses	1,242,896.68	906,340.48
Internet Subscription Expenses	3,991,397.07	4,357,288.79
Cable, Satellite, Telegraph and Radio Expenses	<u>1,741,273.48</u>	<u>2,027,365.02</u>
Total	<u>P6,975,567.23</u>	<u>P7,291,742.29</u>

20.6 Awards/Rewards and Prizes

Accounts	2023	2022
Awards/Rewards Expenses	P2,129,762.00	P1,722,997.00
Prizes	<u>505,500.00</u>	<u>404,800.00</u>
Total	<u>P2,635,262.00</u>	<u>P2,127,797.00</u>

20.7 Survey, Research, Exploration and Development Expenses

Accounts	2023	2022
Research, Exploration and Development Expenses	<u>P59,259.70</u>	<u>P0.00</u>

20.8 Demolition/Relocation and Desilting/Dredging Expenses

Accounts	2023	2022
Demolition/Relocation and Desilting/Dredging Expenses	<u>P425,550.00</u>	<u>P0.00</u>

20.9 Confidential, Intelligence and Extraordinary Expenses

Accounts	2023	2022
Extraordinary and Miscellaneous Expenses	<u>P122,000.00</u>	<u>P122,000.00</u>

20.10 Professional Services

Accounts	2023	2022
Legal Services	P18,878.65	P70,310.00
Other Professional Services	<u>1,074,622.40</u>	<u>673,450.00</u>
Total	<u>P1,093,501.05</u>	<u>P743,760.00</u>

20.11 General Services

Accounts	2023	2022
Other General Services	<u>P45,000.00</u>	<u>P71,600.20</u>

20.12 Repairs and Maintenance

Accounts	2023	2022
Repairs and Maintenance - Infrastructure Assets	P113,088.00	P0.00
Repairs and Maintenance - Buildings and Other Structures	45,485.42	5,724,832.65
Repairs and Maintenance - Machinery and Equipment	768,919.00	826,510.00
Repairs and Maintenance - Transportation Equipment	768,073.75	212,068.00
Repairs and Maintenance-Furniture and Fixtures	85,144.00	0.00
Repairs and Maintenance-Semi-Expendable Machinery and Equipment	17,560.00	0.00
Repairs and Maintenance-Others	<u>10,000.00</u>	<u>216,945.00</u>
Total	<u>P1,808,270.17</u>	<u>P6,980,355.65</u>

20.13 Taxes, Insurance Premiums and Other Fees

Accounts	2023	2022
Taxes, Duties and Licenses	P409,310.00	P56,355.30
Fidelity Bond Premiums	616,316.11	390,375.00
Insurance Expenses	<u>4,694,278.94</u>	<u>155,144.06</u>
Total	<u>P5,719,905.05</u>	<u>P601,874.36</u>

Insurance expense represents expired portion of the Motor Vehicle Insurance for CY 2023.

20.14 Labor and Wages

Accounts	2023	2022
Labor and Wages	<u>₱15,495,725.76</u>	<u>₱11,651,791.16</u>

20.15 Other Maintenance and Operating Expenses

Accounts	2023	2022
Advertising Expense	₱0.00	₱8,000.00
Printing and Publication Expenses	439,765.90	549,395.55
Representation Expenses	6,061,039.17	4,517,307.96
Transportation and Delivery Expenses	1,962.00	437.00
Rent / Lease Expenses	519,900.00	698,707.60
Membership Dues and Contributions to Organizations	2,288,384.18	1,843,548.83
Subscription Expenses	3,058,846.12	477,712.91
Other Maintenance and Operating Expenses	<u>17,820.00</u>	<u>142,271,835.44</u>
Total	<u>₱12,387,717.37</u>	<u>₱150,366,945.29</u>

21. Financial Expenses

Accounts	2023	2022
Bank Charges	<u>₱0.00</u>	<u>₱200.00</u>

22. Direct Costs

Accounts	2023	2022
Cost of Sales	<u>₱1,066,797.04</u>	<u>₱3,766,851.45</u>

23. Non-Cash Expenses

This account consists of the following:

Accounts	2023	2022
Depreciation	₱ 42,201,964.11	₱33,303,702.71
Impairment Loss-Inventories	0.00	914,700.00
Losses	<u>216,754.13</u>	<u>23,760.00</u>
Total	<u>₱42,418,718.24</u>	<u>₱34,242,162.71</u>

23.1 Depreciation

Accounts	2023	2022
Depreciation – Investment Property	₱167,913.47	₱159,075.91
Depreciation – Land Improvements	2,412,888.76	1,987,600.64
Depreciation – Infrastructure Assets	60,790.50	57,951.00

Accounts	2023	2022
Depreciation – Buildings and Other Structures	13,567,111.04	9,695,442.20
Depreciation – Machinery and Equipment	25,582,843.38	20,756,104.44
Depreciation – Transportation Equipment	205,221.63	452,258.84
Depreciation – Furniture, Fixtures and Books	<u>205,195.33</u>	<u>195,269.68</u>
Total	<u>P42,201,964.11</u>	<u>P33,303,702.71</u>

23.2 Impairment Loss - Inventories

Accounts	2023	2022
Impairment Loss - Inventories	<u>P0.00</u>	<u>P914,700.00</u>

23.3 Losses

Accounts	2023	2022
Loss from Changes in Fair Value Less Costs to Sell of Biological Assets Due to Physical Change	<u>P216,754.13</u>	<u>P23,760.00</u>

24. Net Financial Assistance/Subsidy

Financial Assistance/Subsidy from NGAs, LGUs, GOCCs

Particulars	2023	2022
Subsidy from National Government	<u>P609,314,474.99</u>	<u>P726,552,881.11</u>
Less: Financial Assistance/Subsidy to NGAs, LGUs, GOCCs		
Financial Assistance/Subsidy to NGAs, LGUs, GOCCs	<u>0.00</u>	<u>0.00</u>
Net Financial Assistance/Subsidy	<u>P609,314,474.99</u>	<u>P726,552,881.11</u>

25. Non-Operating Income

Accounts	2023	2022
Miscellaneous Income	<u>P390,874.83</u>	<u>P355,842.65</u>

26. Prior Period Adjustments

Particulars	Amount
Issuance of supplies purchased in the previous year's as per Report of Supplies and Materials Issued (RSMI)	P(973,488.47)
Issuance of accountable forms in the previous year's as per Report of Accountability for Accountable Forms (RAAF)	(5,660,935.28)
Adjustment for erroneous entry for prior year	(6,280.00)
Adjustment for expired portion of prepaid insurance	(74,719.48)

Particulars	Amount
Adjustment for merchandise for prior year	(2,422,537.49)
Adjustment for Notice of Disallowances	1,366,856.49
Adjustment for recognition of prior year's PPE for other NGA Projects	20,768,406.18
Adjustment for sold goods for prior year	(1,343,192.00)
Adjustment for staled and lost checks	(160,990.37)
Adjustment for supplies and equipment	(88,900.00)
Adjustment for taxes	(100,977.32)
Adjustment of Accounts Payable	786,258.01
Adjustment of Accounts Receivable	68,955.00
Adjustment of prior year's depreciation	(14,591,587.78)
Adjustment on credit memo dated April 14, 2023 from DBM Procurement Services	2,461,272.37
Adjustment on Personnel Benefit Contributions and Mandatory Deductions for prior year	193,970.84
Adjustment on prior year's claim	(3,000.01)
Adjustment on prior year's personnel services expenses	(1,689,269.64)
Adjustment to close Cash Treasury/Agency Deposit, Regular	(98,337.36)
Adjustment to reclassify account codes	(300.00)
Cancellation of checks issued in the prior years	19,690.00
Donation of motor vehicles	322,357.45
Rentals and sales from prior year	55,651.00
Reversal for prior year's unreleased checks	(2,182,785.79)
Reversion of scholarship expenses charged to prior year AP	11,281.00
Net Debit Adjustment	<u>P(3,342,602.65)</u>

27. Cash Inflows Adjustment

Particulars	Amount
Restoration of cash for cancelled/lost/stale checks/ADA	P 1,921,661.31
Restoration of cash for unreleased checks	14,377,121.02
Adjustment on Payroll Fund for the Credit Memo	89,327.72
Adjustment on Payroll Fund for Notice of Disallowance	118,086.07
Refund of unexpended balance from PS-DBM	2,507,080.04
Refund honoraria due to closed account	21,483.00
Due from other funds for Philhealth remittances	8,583,728.80
Maintenance and other operating expenses	59,111.57
Deposits to dormant accounts	200.00
Remittances made by Campus CBA representing sales on consigned goods	5,425,718.66
Payment for tax remitted - CBA	204,579.08
Maintaining Balance of DBP Account	10,000.00
Total	<u>P33,318,097.27</u>

28. Cash Outflows Adjustment

Particulars	Amount
Reversing entry for unreleased checks in previous year	P 10,817,373.04
Remittances made to Philhealth due from other funds	9,632,511.88

Particulars	Amount
Adjustment on Payroll Fund for Notice of Disallowance	31,706.99
Adjustment for Payroll Fund	83,062.67
Cost of Checkbooklet	<u>2,400.00</u>
Total	<u>P20,567,054.58</u>

29. Reconciliation of Net Cash Flows from Operating Activities to Surplus/ (Deficit)

Particulars	2023	2022
Surplus/Deficit for the year	87,161,452.69	56,199,313.85
Non-cash movements	(49,647,167.33)	125,351,567.36
Depreciation	42,201,964.11	33,303,702.71
Amortization	3,056,441.33	0.00
Impairment Losses	(914,700.00)	914,700.00
Increase in Payables	(2,918,646.48)	2,656,676.80
Loss from Changes in Fair Value Less		
Costs to Sell of Biological Assets Due to	216,754.13	23,760.00
Physical Change		
Gain from Changes in Fair Value Less		
Costs to Sell of Biological Assets Due to	(207,974.57)	(82,932.62)
Physical Change		
Gain on Sale of Biological Assets	0.00	(4,400.00)
Increase in other current assets	(1,990,590.96)	(1,269,186.47)
(Increase) Decrease in receivables	977,092.68	76,972,365.58
Donations in Kind	(17,040,000.00)	0.00
Others	<u>(73,027,507.57)</u>	<u>12,836,881.36</u>
Net Cash Flows from Operating Activities	<u>P37,514,285.36</u>	<u>P181,550,881.21</u>

30. Related Party Transactions

University of Rizal System has no transactions, direct or indirect, such as interest-bearing or unsecured loans payable or receivable, payables or receivables on demand, or cash for working capital or other purposes with parties considered as related party. URS has neither parent company nor subsidiary.

30.1 Members of the Board of Regents (BOR)

The BOR is the governing body of the University, composed of the Commissioner from CHED as Chairman, the President of the University as Vice Chairman, and members which include the Committee on Higher, Technical and Vocational Education of the Senate or his duly authorized representative, the Chairperson of House Committee on Higher and Technical Education from the House of Representatives or his duly authorized representative, the Director General of the National Economic and Development Authority (NEDA) or his duly authorized representative, the Secretary of the DOST or his duly authorized representative, the President of the Alumni Association of the University, two prominent citizens representing the private sector, the President of URS Faculty Federation and the President of Student Federation.

With the BOR as the highest governing board, the University is also led by its president, Dr. Nancy Talavera Pascual. With her, are three vice-presidents – Dr.

Marvin P. Amoin, Vice-President for Administration and Finance; Dr. Allan E. Conde, Vice-President for Academic Affairs; and, Dr. Marites M. Rio, Vice-President for Research Development, Extension and Production. The University is also managed by campus directors, unit heads, deans, and program heads.

31. Reconciliation of Actual Amounts on a Comparable Basis (Budget) and Actual Amounts in the Financial Statements

The FSs and budget documents are prepared for the same period. There is an entity difference: the budget is prepared based on the GAA, and the FSs consolidate all funds of the agency. There is also a basis difference: the budget is prepared on a cash basis and the FSs on accrual basis.

The difference between the Final Budget and Actual Amounts on Comparable Basis presented in the SCBAA represents unreleased appropriations and unobligated allotments broken down as follows:

Regular Agency Fund

Particulars	Current	Continuing	Total
Personnel Services			
Lump Sum for Filling of Positions	₱80,286,423.00	₱0.00	₱80,286,423.00
Unobligated allotment for various items	720,416.69	0.00	720,416.69
Maintenance and Other Operating Expenses			
Subsidies – Free Higher Education (FHE)	35,393,145.00	41,939,180.00	77,332,325.00
Unobligated allotment for various items	5,000,006.93	4,335,620.48	9,335,627.41
Capital Outlay			
Unobligated allotment for various items	<u>107,439.98</u>	<u>5,738,448.68</u>	<u>5,845,888.66</u>
Total	<u>₱121,507,431.60</u>	<u>₱52,013,249.16</u>	<u>₱173,520,680.76</u>

Internally Generated Income

Particulars	Fund 052	Fund 062	Total
Increased collection	₱5,498,338.97	₱737,618.05	₱6,235,957.02
Unobligated allotment for the three allotment class	<u>72,635,431.49</u>	<u>1,491,314.30</u>	<u>74,126,745.79</u>
Total	<u>₱78,133,770.46</u>	<u>₱2,228,932.35</u>	<u>₱80,362,702.81</u>

The FSs and budget documents are prepared for the same period. There is an entity difference: the budget is prepared based on the GAA, and the FSs consolidate all funds of the agency. There is also a basis difference: the budget is prepared on a cash basis and the FSs on accrual basis.

PART II

OBSERVATIONS AND RECOMMENDATIONS

OBSERVATIONS AND RECOMMENDATIONS

FINANCIAL AUDIT

Misstatements due to Errors and Omissions

1. The URS' financial statements were materially misstated by **P52,494,634.40** due to errors in recording and omissions that are considered as departures from IPSAS, hence, affecting the fair presentation of its FS as at December 31, 2023.

Section 15, Chapter 2 of the Government Accounting Manual (GAM) for National Government Agencies (NGAs), Volume I provides that the financial statements (FS) shall present fairly the financial position, financial performance and cash flows of an entity. Fair presentation requires the faithful representation of the effects of transactions, other events, and conditions in accordance with the definitions and recognition criteria for assets, liabilities, revenue, and expenses set out in the IPSAS.

Moreover, Section 111(1) of Presidential Decree (PD) No. 1445 provides that the accounts of an agency shall be kept in such detail as necessary to meet the needs of the agency and at the same time be adequate to furnish the information needed by the fiscal or control agencies of the government.

The audit of the University of Rizal System (URS)'s financial statements as at December 31, 2023 disclosed misstatements in several of its accounts, which Management did not adjust in their books, as shown below:

**Table 1. Uncorrected Misstatements in the Financial Statements
as of December 31, 2023**

Category/Classification	Balance as at December 31, 2023	Amount of Misstatements	Table
Receivables	P9,256,683.54	P86,379.08	2
Inventories	13,255,450.58	13,013,675.10	3
Investment Property	6,166,772.23	39,065,138.25	4
Inter-Agency Payables	20,039,560.75	110,712.85	5
Other Payables	4,850,949.64	27,888.00	6
Revenue	222,395,082.85	109,500.00	7
Expenses	744,938,979.98	<u>79,341.12</u>	8
Total Misstatements		<u>P52,492,634.40</u>	

RECEIVABLES

a. Misstatements in Receivable Accounts – ₱86,379.08

Table 2: Schedule of Misstatements in Receivable Accounts

Deficiencies/ Errors	Specific Accounts Affected	Over/ (Under) Statement (In Philippine Currency)	Other Accounts Affected	Over/ (Under) Statement (In Philippine Currency)
a.1 Errors in recording of full and partial settlement of Notice of Disallowance (ND)	Receivable-Disallowances/Charges	(86,379.08)	Trust Liabilities-Disallowances/Charges	(86,379.08)
Total		<u>(86,379.08)</u>		

Section 5.1 of COA Circular No. 2022-002 dated January 24, 2022 provides the revised description of the Trust Liabilities-Disallowances/Charges as:

<i>Account Title</i>	<i>Trust Liabilities-Disallowances/Charges</i>
<i>Account Code</i>	<i>20401080</i>
<i>Normal Balance</i>	<i>Credit</i>
<i>Description</i>	<i>This account is credited upon partial or full settlement of disallowances/charges in audit due from public/private individuals/entities. This also includes settlement of liabilities by persons liable pending finality of decision. This account is debited upon receipt of the Notice of Settlement of Suspension/Disallowance/Charge (NSSDC) and Notice of Finality of Decision from the auditor concerned.</i>

Review of the Receivables-Disallowances/Charges account showed a total balance of ₱1,317,977.41 as of December 31, 2023, with details presented below:

<u>Date</u>	<u>ND No.</u>	<u>Amount (In Philippine Currency)</u>	<u>Particulars</u>
6/13/2016	2016-002-184 (2015)	1,290,977.41	Payment of Representation Allowance and Transportation Allowance (RATA) to various URS personnel/officials out of Special Trust Fund (STF)
4/11/2023	2023-001-011 (2022)	<u>27,000.00</u>	Payment of honoraria of event stylist
Total		<u>1,317,977.41</u>	

On the other hand, the schedule of disallowance with issued Notice of Finality of Decision (NFD) in the Statement of Audit Suspensions, Disallowances and Charges (SASDC) for the quarter ending December 31, 2023 is shown below:

<u>Date</u>	<u>Notice of Disallowance (ND) No.</u>	<u>Amount (In Philippine Currency)</u>	<u>Particulars</u>
8/29/2012	2012-009 (101)	37,500.00	Payment for Legal Services
6/13/2016	2016-002-184 (2015)	1,339,856.49	Payment of RATA to various URS personnel/officials out of Special Trust Fund (STF)
4/11/2023	2023-001-011 (2022)	<u>27,000.00</u>	Payment of honoraria of event stylist
Total		<u>1,404,356.49</u>	

Audit disclosed that a total of P86,379.08 is credited to the Receivables-Disallowances/Charges account for full and partial payment of the above disallowances pending receipt of the required NSSDC as of year-end, contrary to the above rules.

The details of the P86,379.08 total credit to Receivables-Disallowances/Charges account are presented below:

<u>Date</u>	<u>Official Receipt (OR) No.</u>	<u>Amount (In Philippine Currency)</u>	<u>Particulars</u>	<u>Remarks</u>
11/14/2023	223485	37,500.00	Full settlement of ND No. 2012-009-101 - Payment of Legal Services	With issued NSSDC No. 24-001 dated <u>01/08/2024</u> amounting to P37,500.00
12/01/2023	223899	7,069.08	Partial settlement of ND No. 2016-002-184 (2015) - Payment of RATA	No NSSDC issued yet
12/06/2023	229082	17,370.46	Partial settlement of ND No. 2016-002-184 (2015) - Payment of RATA	No NSSDC issued yet
12/21/2023	229857	7,069.08	Partial settlement of ND No. 2016-002-184 (2015) - Payment of RATA	No NSSDC issued yet
12/21/2023	229861	<u>17,370.46</u>	Partial settlement of ND No. 2016-002-184 (2015) - Payment of RATA	No NSSDC issued yet
Total		<u>86,379.08</u>		

Pending receipt of the required NSSDC, full and partial settlement of audit disallowance should be credited to Trust Liabilities-Disallowances/Charges

account, and will be debited upon receipt of the NSSDC and NFD from the auditor concerned, with a corresponding credit to Receivables-Disallowances/Charges, pursuant to the above guidelines. Hence, the recorded balances of the Receivables-Disallowances/Charges and the Trust Liabilities-Disallowances/Charges account as of year-end, are both understated by P86,379.08.

We recommended that the University President, thru the Supervising Administrative Officer-Finance Division, instruct the Accounting Unit to:

- a. desist from the practice of crediting the Receivables-Disallowances/Charges in recording full and partial payment of disallowance without the required NSSDC and NFD from the Auditor concerned, instead, credit the same to Trust Liabilities-Disallowances/Charges in accordance with the above guidelines;
- b. Draw JEV to effect necessary corrections to reflect the corrected balances of affected receivable and liability accounts in the FS; and
- c. strictly comply with the guidelines set-forth in Section 5.1 of COA Circular No. 2022-002 dated January 24, 2022.

Management's Comments:

In compliance with the audit recommendation, Journal Entry Voucher (JEV) No. 052-24-03-0237F dated March 15, 2024 was made to correct the recorded balances of the affected accounts. For subsequent transactions of the same nature, the Accounting Unit will be more cautious in reviewing the journal entry vouchers, and will adhere to COA issued guidelines and circulars.

Auditor's Rejoinder:

The Audit Team will monitor Management's action/s on the audit observation until its full compliance with the recommendations.

INVENTORIES

- b. *Misstatements in Inventories Account – P13,013,675.10*

Table 3: Schedule of Misstatements in Inventories Account

Deficiencies/ Errors	Specific Accounts Affected	Over/ (Under) Statement (In Philippine Currency)	Other Accounts Affected	Over/ (Under) Statement (In Philippine Currency)
b.1 Unrecorded issued Semi- Expendable Properties (SP)	Semi-Expend- able- Machinery and Equipment	12,749,295.10	Semi-Expend- able- Machinery and Equipment Expenses	(12,749,295.10)

Deficiencies/ Errors	Specific Accounts Affected	Over/ (Under) Statement (In Philippine Currency)	Other Accounts Affected	Over/ (Under) Statement (In Philippine Currency)
b.2 Mis-classified SP	Semi- Expendable- Machinery and Equipment	<u>264,380.00</u>	Supplies and Materials Expenses	(264,380.00)
Total		<u>13,013,675.10</u>		

Section 10(b), Chapter 8 of GAM for NGAs, Volume I provides that the Semi-Expendable Property shall be recognized as expenses upon issuance to the end-user.

While, Section 4.7 of COA Circular No. 2022-004 prescribes various forms, registry, and reports required to strengthen controls over the semi-expendable properties.

As of December 31, 2023, URS reported an aggregate Semi-Expendable Machinery and Equipment balance of ₱13,255,450.58, broken down as follows:

Particulars	Amount
Semi-Expendable Office Equipment	₱1,490,954.18
Semi-Expendable Information and Communications Technology Equipment	5,509,697.50
Semi-Expendable Agricultural and Forestry Equipment	215,390.00
Semi-Expendable Communications Equipment	34,500.00
Semi-Expendable Medical Equipment	215,245.00
Semi -Expendable Sports Equipment	39,470.00
Semi-Expendable Technical and Scientific Equipment	320,290.00
Semi Expendable Construction Equipment	22,750.00
Semi-Expendable Other Equipment	1,585,223.00
Semi-Expendable Furniture and Fixtures	2,207,841.90
Semi-Expendable Books	<u>1,614,089.00</u>
Total	<u>₱13,255,450.58</u>

Verification of the Report on the Physical Count of Semi-Expendable Property (RPCSP) showed that there are items of SP totaling ₱12,749,295.10 that were already issued to the end-users during CY 2023, but are still taken up in the books, with details shown in **Annex A**.

Furthermore, review of the issued items of SP disclosed that the SPMO unit continues to use the Report of Supplies and Materials Issued (RSMI) instead of the prescribed Report of Semi-Expendable Property Issued (RSPI).

It was also observed that there were erroneous recordings of SP in the books, as shown below:

JEV No.	Particulars	Amount	Remarks
073-23-11-240B	To recognize reclassification of account code of Property, Plant and Equipment (PPE) for the month of November 2023. (21 pcs. Light Box - LED Bulb)	₱168,630.00	Should be charged to Other Supplies and Materials Inventory/Expense
052-23-11-1190	Purchase of Dual Capacitor for air conditioning unit repair at Budget and Procurement Office	360.00	Should be charged to Repairs and Maintenance – Furniture and Fixtures
052-23-12-1269	Payment of supplies for delegates in the 7th Southern Tagalog Regional Association of State Universities and Colleges (STRASUC) Culture and the Arts Festival (CAF) 2023 use (Air bed mattress)	24,000.00	Should be charged to Other Supplies and Materials Inventory/Expense
052-23-12-1311	Payment of supplies and equipment for URS Antipolo Campus and University Physical Facilities and Development Unit (UPFDU) (Tape Dispenser and Puncher)	390.00	Should be charged to Office Supplies Inventory/Expense
011-23-12-1309	Semi-expendable Furniture and Fixtures and Equipment (File boxes)	<u>71,000.00</u>	Should be charged to Office Supplies Inventory/Expense
Total		<u>₱264,380.00</u>	

The foregoing observations rendered the reported balances of Semi-Expendable Machinery and Equipment overstated by ₱13,013,675.10 and Semi-Expendable Machinery and Equipment Expenses understated by ₱12,749,295.10, undermining the fair presentation of the financial statements.

We recommended that the University President:

a. instruct the Accounting Unit (AU) to:

- **prepare the necessary journal entries to deduct all issued SP items still included in the SP accounts amounting to ₱12,749,295.10 in accordance with the above guidelines; and**
- **prepare the necessary journal entries to adjust to the corresponding accounts the erroneous recording in the SP accounts.**

b. direct the Supply and Property Management Office (SPMO) Unit and AU to:

- **prepare and maintain the prescribed forms, registry, and reports, pursuant to COA Circular No. 2022-004; and**

- **strictly comply with the provisions of the above rules and regulations.**

Management's Comments:

The Accounting Unit requested submission of RSPI from the SPMO to serve as basis in preparing JEVs to recognize the Semi-Expendable Property issued to end-users. The COA Resident Auditor shall be furnished copy of JEVs before April 30, 2024, to fully comply with the audit recommendation.

The following JEVs are made to reflect the correcting entries to be recorded for the month of April 2024:

- a. JEV No. 073-24-04-076B dated April 1, 2024
- b. JEV No. 052-24-04-238B dated April 1, 2024
- c. JEV No. 052-24-04-238C dated April 1, 2024
- d. JEV No. 052-24-04-238D dated April 1, 2024
- e. JEV No. 011-24-04-250B dated April 1, 2024

The SPMO and Accounting Unit were instructed to comply with COA Circular No. 2022-004, and committed to observe the provisions of the regulations in the preparation of the respective reports.

Auditor's Rejoinder:

The Audit Team maintains its stand with the foregoing observations and the corresponding recommendations since the correcting entries were recorded during April 2024 .

INVESTMENT PROPERTY

c. Misstatements in Investment Property Account – P39,065,138.25

Table 4: Schedule of Misstatements in Investment Property Account

Deficiencies/ Errors	Specific Accounts Affected	Over/ (Under) Statement (In Philippine Currency)	Other Accounts Affected	Over/(Under) Statement (In Philippine Currency)
c.1 Mis- classified Investment Properties	Investment Property, Buildings	<u>(39,065,138.25)</u>	Hostels and Dormitories	39,065,138.25
Total		<u>(39,065,138.25)</u>		

The International Public Sector Accounting Standard (IPSAS) No. 16 defines Investment Property as property (land or a building – or part of a building – or both) held to earn rentals or for capital appreciation or both, rather than for: (a) Use in the production or supply of goods or services or for administrative purposes; or (b) Sale in the ordinary course of operations.

Also, Section 3, Chapter 9 of GAM for NGAs, Volume I states:

“Items considered as Investment Property (IP). The following are examples of IP:

- a. Land held for long-term capital appreciation rather than for short-term sale in the ordinary course of operations;*
- b. Land held for a currently undetermined future use;*
- c. A building owned by the entity (or held by the entity under a finance lease) and leased out under one or more operating leases on a commercial basis;*
- d. A building that is vacant but is held to be leased out under one or more operating leases on a commercial basis to external parties;*
- e. Property that is being constructed or developed for future use as IP; and*
- f. Significant portion of a property that is held to earn rentals or for capital appreciation rather than to provide services, and insignificant portion that is held for use in the production or supply of goods or services or for administrative purposes.”*

During the CY 2023, the University has completed its building project on “Establishment of Business Centre and Dormitories”, for commercial and/or income-generating purposes located in the campuses of Antipolo, Morong and Tanay with a total cost of ₱39,065,138.25, with details as shown below:

<u>Establishment of Business Center and Dormitory</u>	
<u>URS Campus</u>	<u>Amount</u>
Morong	₱13,356,022.25
Antipolo	13,521,634.83
Tanay	<u>12,187,481.17</u>
Total	<u>₱39,065,138.25</u>

However, the Investment Property, Buildings account of the University and its related Accumulated Depreciation shows only a balance of ₱6,166,772.23 and ₱4,018,896.09, respectively in the FS.

The Audit Team also observed that the required Investment Property Ledger Card or IPLC (Appendix 68 of GAM for NGAs, Volume II) was not prepared and maintained by the Accounting Unit (AU) to record the acquisition, description, custody, estimated life, depreciation, impairment, disposal, repair history and other information about the property.

Audit of the PPE accounts disclosed that the said constructed buildings held for income-generating purposes was recorded in the Hostel and Dormitories account under PPE classification, contrary to the above definition and recognition criteria of Investment Property.

The erroneous classification of the said University properties held for commercial and/or income generating purposes to PPE accounts resulted in an overstatement of the Hostel and Dormitories account by ₱39,065,138.25 and understatement of the Investment Property, Buildings account by the same amount.

We recommended that the University President, thru the Supervising Administrative Officer-Finance Division, instruct the Accounting Unit to:

- a. make the necessary journal entry/ies to reclassify the related PPE accounts of ₱39,065,138.25 to Investment Property, Buildings account, for proper classification in accordance with the above criteria; and**
- b. prepare and maintain the Investment Property Ledger Card or IPLC (Appendix 68 of GAM for NGAs, Volume II) to record the acquisition, description, custody, estimated life, depreciation, impairment, disposal, repair history and other information about the property.**

Management's Comment:

Reclassification of affected asset accounts and its related Accumulated Depreciation was done through JEV No. 011-24-03-0249 dated March 29, 2024. Printed copy of the Investment Property Ledger card was submitted for reference. Management assured that audit recommendations shall be strictly adhered to in recording future transaction of similar nature.

Auditor's Rejoinder:

The Audit Team maintains its stand with the foregoing observations since the correcting entries were recorded during March 2024. The Audit Team will also monitor Management's full compliance on the maintenance of IPLC.

INTER-AGENCY PAYABLES

d. Misstatements in Inter-Agency Payables Account – ₱110,712.85

Table 5: Schedule of Misstatements in Liabilities Account

Deficiencies/ Errors	Specific Accounts Affected	Over/ (Under) Statement (In Philippine Currency)	Other Accounts Affected	Over/(Under) Statement (In Philippine Currency)
d.1 Erroneous recording of adjustments on unreleased checks	Due to Bureau of Internal Revenue (BIR)	(110,712.85)	Accumulated Surplus/ (Deficit)	110,712.85
Total		<u>(110,712.85)</u>		

OTHER PAYABLES

e. *Misstatements in Other Payables Account – P27,888.00*

Table 6: Schedule of Misstatements in Other Payables Account

Deficiencies/ Errors	Specific Accounts Affected	Over/ (Under) Statement (In Philippine Currency)	Other Accounts Affected	Over/(Under) Statement (In Philippine Currency)
e.1 Erroneous recording of adjustments on unreleased checks	Other Payables	<u>27,888.00</u>	Accumulated Surplus/ (Deficit)	27,888.00
Total		<u>(27,888.00)</u>		

Section 56, Chapter 19 of GAM for NGAs, Volume I states:

“All unreleased checks at the end of the year shall be reverted back to the cash accounts. A JEV shall be prepared to recognize the restoration of the cash equivalent to the unreleased checks and the recognition of the appropriate liability/payable account. The accounting entry for the restoration of the unreleased check to the cash account shall be a debit to “Cash in Bank, Local Currency Current” account with credit to the appropriate liability account.”

Analysis of the Cash in Bank-Local Currency, Current Account (CIB-LCCA) of Fund 062B Corporate Business Affairs (CBA) disclosed that the following checks are not yet released as of year-end:

<u>Date</u>	<u>Check No.</u>	<u>Amount (In Philippine Currency)</u>	<u>Particulars</u>	<u>Account Title</u>	<u>Journal Entries Made</u>	
					<u>Debit (In Philippine Currency)</u>	<u>Credit (In Philippine Currency)</u>
12/14/2023	809410	27,639.00	Payment to supplier	Other Payables Due to BIR CIB-LCCA	27,888.00	249.00 27,639.00
12/28/2023	809412	<u>110,961.85</u>	BIR remittance	Due to BIR CIB-LCCA	110,961.85	110,961.85
Total		<u>138,600.85</u>				

Hence, Journal Entry Voucher (JEV) No. 062-23-12-050B was drawn to effect the restoration of the cash account.

However, an error was committed on crediting the Accumulated Surplus/(Deficit) account for ₱138,600.85, instead of the appropriate liability/payable account as discussed in the above guidelines.

The foregoing observation rendered the Accumulated Surplus/(Deficit) account overstated by the credited amount of ₱138,600.85, while the Other Payables and Due to BIR were understated by ₱27,888.00 and ₱110,712.85, respectively.

We recommended that the University President, thru the Supervising Administrative Officer-Finance Division, instruct the Accounting Unit to:

- a. make the necessary correcting entries to reflect the corrected balances of affected accounts in the FS; and**
- b. ensure compliance with the prescribed journal entries mentioned in Section 56, Chapter 19 of GAM for NGAs, Volume I, for unreleased commercial checks.**

Management's Comment:

The University Accountant will adhere to the audit recommendations by strictly reviewing all journal entries in the books of accounts.

REVENUE

f. Misstatements in Revenue Accounts – ₱109,500.00

Table 7: Schedule of Misstatements in Revenue Accounts

Deficiencies/ Errors	Specific Accounts Affected	Over/ (Under) Statement (In Philippine Currency)	Other Accounts Affected	Over/(Under) Statement (In Philippine Currency)
f.1 Non- accrual of earned rental income	Rental/Lease Income	<u>(109,500.00)</u>	Operating Lease Receivable	(109,500.00)
Total		<u>(109,500.00)</u>		

Section 52, Chapter 19 of GAM for NGAs, Volume I states:

“Adjustment for Accrued Items. It is an adjusting entry for an economic activity already undertaken but not yet recognized into asset and revenue accounts or liability and expense accounts. It requires asset/revenue adjustments and liability/expense adjustments.

- a. *Asset/Revenue Adjustment. It involves earned revenues not yet recognized as assets and income at the end of the accounting period. Examples are receivables for revenues already earned but not yet collected nor billed as at the year-end. The adjusting journal entry are as follows:*

<u>Account Title</u>	<u>Account Code</u>	<u>Debit</u>	<u>Credit</u>
Interest Receivable	10301050	xxx	
Interest Income	40202210		xxx
<i>To recognize interest income already earned</i>			

Furthermore, Section 112 of PD No. 1445 stipulates that each government agency shall record its financial transactions and operations conformably with generally accepted accounting principles and in accordance with pertinent laws and regulations.

Review of the Rent/Lease Income account showed a total balance of ₱1,085,987.00 as of December 31, 2023 representing payments from venue and concessionaire rentals.

Audit disclosed that revenue earned during calendar year (CY) 2023 amounting to ₱109,500.00 were only recorded upon collection during the months of January and February 2024, as presented below:

Official Receipt Date	Official Receipt Number	Payor	Amount	Period Covered	Campus
1/4/2024	8144191	E. Nerizon	₱10,000.00	December 2023	Antipolo
1/4/2024	8158988	G. L. Cabandong	5,000.00	November 2023	Morong
1/16/2024	8159063	G. A. Bobier	50,000.00	November 2023	Morong
1/18/2024	4721111	C. Colina	30,000.00	August-December 2023	Rodriguez
1/23/2024	8159110	R. Valenzuela	7,500.00	October and November 2023	Morong
1/24/2024	8159122	M. Regulacion	5,000.00	November 2023	Morong
1/26/2024	0096346	M. Z. Obnamia	<u>2,000.00</u>	November 18-Dec.7, 2023	Angono
Total			<u>₱109,500.00</u>		

The foregoing observation rendered the Operating Lease Receivable and Rent/lease Income accounts understated by ₱109,500.00.

We recommended that the University President, thru the Supervising Administrative Officer-Finance Division, instruct the Accounting Unit to make the necessary journal entries to reflect the updated balances of the

affected receivable and income accounts in the FS to present the correct balances of receivable and income accounts.

Management's Comment:

JEV No. 062-24-03-0045H dated March 29, 2024 was made to recognize the adjustment for revenue earned in CY 2023. List of concessionaires with outstanding balances will be requested from the CBA Campus Coordinators to recognize appropriate receivable and income accounts.

EXPENSES

g. Misstatements in Expenses Accounts – ₱79,341.12

Table 8: Schedule of Misstatements in Expenses Accounts

Deficiencies/ Errors	Specific Accounts Affected	Over/ (Under) Statement (In Philippine Currency)	Other Accounts Affected	Over/(Under) Statement (In Philippine Currency)
g.1 Erroneous recognition of expired portion of Prepaid Insurance	Insurance Expense	(75,676.04)	Accumulated Surplus/ (Deficit)	(30,190.62)
			Repairs and Maintenance-Infrastructure Assets	45,485.42
g.2 Non-recognition of expired portion of insurance of University vehicles	Insurance Expense	<u>(3,665.08)</u>	Prepaid Insurance	3,665.08
Total		<u>(79,341.12)</u>		

Section 53, Chapter 19 of GAM for NGAs, Volume I states:

“Adjustment for Deferred Items. These are adjusting entries transferring data previously recognized in an asset account to an expense account, or data previously recognized in a liability account to a revenue account. In contrast to the accrued items, it requires asset/expense adjustments and liability/revenue adjustments.

a. Asset/Expense Adjustments. These pertain to assets, portion of which are consumed/used/incurred at the end of the accounting period. Examples of these adjustments are prepayments. Prepayments are expenses paid before they are incurred. At the

end of the accounting period, the expired portion shall be determined and an adjusting journal entry shall be prepared to recognize the expense applicable to the period being reported.”

<u>Account Title</u>	<u>Account Code</u>	<u>Debit</u>	<u>Credit</u>
<u>Original Entry:</u>			
Prepaid Rent	19902020	₱1,000.00	
Cash-Modified Disbursement System (MDS), Regular	1010440		₱1,000.00
<u>Adjusting Entry:</u>			
Rent Expenses	50299050	₱900.00	
Prepaid Rent	19902020		₱900.00

Lastly, Section 112 of PD No. 1445 stipulates that each government agency shall record its financial transactions and operations conformably with generally accepted accounting principles and in accordance with pertinent laws and regulations.

Review of the Prepaid Insurance and Insurance Expense accounts shows the following balance as of December 31, 2023:

<u>Particulars</u>	<u>Amount</u> <u>(In Philippine Currency)</u>
Prepaid Insurance	1,584,281.26
Insurance Expenses	4,694,278.94

Audit of the above-mentioned accounts disclosed the following errors/deficiencies in recording its transactions, detailed in **Annex B**:

a. **Recording/posting of expired portion of insurance:**

Several transactions representing the current year expired portion of insurances were debited to Accumulated Surplus/(Deficit) account instead of Insurance Expenses. In addition, there was a transaction recorded in the General Journal with a debit entry to Insurance Expenses account, but was posted under Repairs and Maintenance-Infrastructure Assets account.

b. Recording of issued accountable forms during the year:

Transactions pertaining to the recognition of expense incurred in the issuance of accountable forms based on the Report of Accountability for Accountable Forms (RAAF) were erroneously credited to Prepaid Insurance Account, instead of Accountable Forms, Plates and Stickers Inventory account.

c. Double take-up of adjusting entries:

The adjusting entries for the expired portion of insurance of University vehicles (2010 Isuzu Crosswind-SKC-458 and 2017 Mitsubishi L200) totaling ₱8,772.10, were recorded twice.

1st – on 09/30/2023 per JEV#011-23-09-0898C, and

2nd – on 12/31/2023 per JEV#011-23-12-1308C.

d. Non-adjustments of expired portion of insurance of Toyota Innova (SHU 851)

No adjusting entry was made to recognize the expired portion of insurance of donated Toyota Innova (SHU 851) vehicle amounting to ₱3,665.08.

The foregoing observations rendered the Prepaid Insurance and Insurance Expense accounts understated by ₱10,435.02 and ₱79,341.12, respectively.

Likewise, the other related accounts, such as the Accountable Forms, Plates and Stickers Inventory, Accumulated Surplus/(Deficit) and Repairs and Maintenance-Infrastructure Assets accounts are all misstated, thereby affecting the fair presentation of the financial statements, contrary to the above rules and regulations.

We recommended that the University President, thru the Supervising Administrative Officer-Finance Division, instruct the Accounting Unit to make the necessary correcting entries to come up with the corrected balance of the affected accounts in the FS.

Management's Comments:

Correcting entries were done through JEV Nos. 011-24-03-0251, 011-24-03-0252 and 011-24-03-0253, all dated March 31, 2024.

No adjusting entries required for expired portion of insurance since the books were already closed, and errors were counter-balanced in CY 2024.

Other Accounting Deficiencies

2. The Due from Other Funds of P176,271.85 is not reconciled with its reciprocal accounts, Due to Other Funds of P1,161,745.64 or a difference of P985,473.79, wherein the possible effect could be material, due to improper recording by the URS AU, contrary to Section 111(2) of PD No. 1445, thus, affecting the fair presentation of the balances of these accounts in the FS.

Section 111(2), of PD No. 1445 states that *“The highest standards of honesty, objectivity and consistency shall be observed in the keeping of accounts to safeguard against inaccurate or misleading information.”*

As defined in the revised chart of accounts, Due from Other Funds account is debited to recognize transfers to other funds and/or receivables from other funds of the agency, and is credited for receipt of payment, liquidation, write-off, and/or adjustments. Likewise, the Due to Other Funds account is credited to recognize transfers from other funds and/or payables to other funds and is debited for the return of the fund to the source fund, and/or adjustments.

As reciprocal accounts, these two accounts should reflect the same balances at all times.

Review of the submitted financial statements as of December 31, 2023, showed that the balance of the Due from Other Funds of P176,271.85 did not reconcile with the balance of its reciprocal accounts, Due to Other Funds of P1,161,745.64 or a difference of P985,473.79.

This indicates that the University of Rizal System (URS) Accounting Unit (AU) was unable to record properly the following transactions of the University on reciprocal accounts:

<u>Date</u>	<u>Fund</u>	<u>Ref. No</u>	<u>Amount (In Philippine Currency)</u>	<u>Particulars</u>
12/8/2023	Business Related Fund (BRF)- 062A	Advice to Debit Account (ADA) No. 1723000570426 90	76,011.96	Remittance of taxes withheld from Fund 062B Corporate Business Affairs (CBA) transactions
12/8/2023	BRF-062A	ADA No. 4323000570429 52	34,949.89	Remittance of taxes withheld from Fund 062B (CBA) transactions
12/31/2023	Income- Generating Fund (IGF)-052	Cash Receipts Journal (CRJ)	(461,475.84)	Fund transfer for the remittance of PhilHealth contributions for the month of December 2023 from Fund 011

<u>Date</u>	<u>Fund</u>	<u>Ref. No</u>	<u>Amount</u> <u>(In</u> <u>Philippine</u> <u>Currency)</u>	<u>Particulars</u>
12/31/2023	IGF-052	CRJ	<u>(634,959.80)</u>	Fund transfer for the remittance of PhilHealth contributions for the month of December 2023 from Fund 011
Total			<u>(985,473.79)</u>	

The balances of these reciprocal accounts should at all times be the same. As a result, the reliability of the recorded balances of the above accounts is doubtful.

We recommended that the University President, thru the Supervising Administrative Officer-Finance Division, instruct the Accounting Unit to:

- a. analyze and reconcile the balances of the reciprocal accounts and make the necessary adjusting entries, to reflect the corrected balances of said accounts in the financial statements (FS);**
- b. furnish the Audit Team of the copy of the Journal Entry Voucher/s on the corrections made; and**
- c. ensure that the balances of the reciprocal accounts are at all times equal.**

Management's Comment:

Balances of the reciprocal accounts will be reviewed at all times. Management assured that the financial statements for the month of March 2024 will reflect equal balances of these reciprocal accounts.

- 3. The Notes to FS of the URS was insufficient of relevant supporting information, contrary to pertinent provisions of Chapters 2, 3, 19 and 22 of GAM for NGAs, Volume I, thus, depriving the users of the year-end FS of necessary information relevant to understanding the balances and transactions presented in the face of the FS for making decisions.**

Section 22, Chapter 2 of the Government Accounting Manual (GAM) for National Government Agencies (NGAs), Volume I states that "*Comparative information shall be disclosed with respect to the previous period for all amounts reported in the FSs. Comparative information shall be included for narrative and descriptive information when it is relevant to an understanding of the current period's FSs.*"

With regard to the Statement of Comparison of Budget and Actual Amount (SCBAA), Section 28, Chapter 3 of GAM for NGAs, Volume I also provides that the actual amounts presented on a comparable basis to the budget shall be reconciled with the actual amounts presented in the FS, identifying separately the differences classified as follows, and should be disclosed as part of the Notes to FS:

- a. Basis Differences, which occur when the approved budget is prepared on a basis other than the accounting basis;
- b. Timing Differences, which occur when the budget period differs from the reporting period reflected in the FS; and
- c. Entity Differences, which occur when the budget omits programs or entities that are part of the entity for which the FS are prepared.

Moreover, Section 30, Chapter 19 of GAM for NGAs, Volume I, likewise provides:

“Notes to FS are integral parts of the financial statements. Notes provide additional information and help clarify the items presented in the financial statements. It provides narrative description or disaggregation of items in the financial statements and information about them that do not qualify for recognition. Notes shall, as far as practicable, be presented in a systematic manner. Each item on the face of the Statement of Financial Position, Statement of Financial Performance, Statement of Changes in Net Assets/Equity, and Statement of Cash Flows shall be cross-referenced to any related information in the notes.”

Lastly, Chapter 22 of GAM for NGAs, Volume I illustrates the presentation of FS and related disclosure in the Notes to FS.

Review of the University of Rizal System (URS)’ Notes to FS for the year ended December 31, 2023 revealed some ambiguous or unclear information, along with inconsistencies with respect to the amount reflected in the face of the FS.

These deficiencies in the submitted financial reports are as follows:

- a. Reconciliation of Actual Amounts on a Comparable Basis (Budget) and Actual Amounts in the Financial Statements

There was no reconciliation of actual amounts on comparable basis per SCBAA and SCF/SFPer disclosed in the Notes to FS, as required under Section 28, Chapter 3 of GAM for NGAs, Volume I.

b. Non-disclosure on the Intra-Agency Payables/Receivables Account:

There was no additional information provided that would inform the users of its increased amount as compared to the previous year's zero balance. (*Section 30, Chapter 19 of GAM for NGAs, Volume I*)

As a result of the aforementioned deficiencies, the University's Notes to FS deprived the users of vital information pertinent to comprehend the balances and transactions presented in the face of the FS, and to make well-informed decisions.

We recommended that the University President, thru the Supervising Administrative Officer-Finance Division, instruct the Accounting Unit to:

- a. **conform with the required disclosures in the Notes to FS per International Public Sector Accounting Standards (IPSAS) and other relevant guidelines, including GAM for NGAs, Volume I, to ensure that the essential supplementary information required to comprehend the University's balances and transactions are adequately and accurately communicated to the users; and**
- b. **examine thoroughly and reconcile the amount presented in the FS with the amount disclosed in the Notes to FS, to prevent the users of the financial statements from misleading financial information.**

Management's Comment:

Revised Notes to FS containing the relevant supporting information enumerated in the audit observation was submitted to the Audit Team on April 15, 2024.

Auditor's Rejoinder:

Submitted Revised Notes to FS is still not compliant upon review and evaluation. The Reconciliation of Actual amounts on a Comparable Basis in the Statement of Comparison of Budget and Actual Amounts (SCBAA) and Actual Amounts in the Statement of Cash Flows is not presented.

4. **The prescribed BAPC was not prepared and maintained by the Biological Asset/s Caretaker or Officer-in-Charge of the University, contrary to Section 11, Chapter 11 of GAM for NGAs, Volume I, thus, rendering the validity and reliability of the reported balance of Biological Assets account amounting to P7,075,528.06 in the FS, doubtful.**

Section 11, Chapter 11 of the Government Accounting Manual (GAM) for National Government Agencies (NGAs), Volume I requires that upon receipt of the biological asset by the Biological Asset's Caretaker or Officer-in-Charge, he shall record in the Biological Assets Property Card (BAPC) the details of the assets based on the Inspection and Acceptance Report, Delivery Receipt and other supporting documents available.

While, Instructions on Appendix 78 of GAM for NGAs, Volume II provides that the BAPC shall be kept by the Biological Asset/s Caretaker or Officer-in-Charge for each class or type of biological asset to record promptly the acquisition, description, custody, transfer, disposal and other information about the property.

The reported balance as of December 31, 2023 of the Biological Assets account in the Statement of Financial Position of the University are shown below:

Particulars	Amount
Trees, Plants and Crops	P5,819,125.00
Consumable Biological Assets	
Livestock held for consumption/sale/distribution	315,603.06
Trees, Plants and Crops held for consumption/sale/distribution	<u>940,800.00</u>
Total	<u>P7,075,528.06</u>

Audit disclosed that the Biological Asset's Caretaker or the Officer-in-Charge did not prepare and maintain the prescribed BAPC. The Officer-in-Charge explained that they are unaware of the requirements/guidelines mentioned in GAM for NGAs, which is the prescribed form to record acquisition, description, custody, transfer, disposal and other information about the property. The balance reflected in the BAPC shall be reconciled with the physical inventory of the biological assets and the control accounts annually.

The non-preparation and non-maintenance of the BAPC casted doubts on the validity and reliability of the recorded balance of biological assets in the Statement of Financial Position, as well as in the Quarterly Report of Biological Assets (QRBA).

We recommended that the University President:

- a. direct the assigned Project Managers of Biological Assets to prepare and maintain the Biological Assets Property Card (BAPC), in consonance with the pertinent provisions of GAM for NGAs; and**
- b. instruct the University Production Unit, in coordination with the Accounting Unit, to reconcile, at least annually the balances between BAPC, physical inventory of the biological assets and its General Ledger (GL) control accounts.**

Management's Comment:

The audit recommendation will be immediately instituted, and BAPC will be maintained regularly by the assigned Project Managers. The University Production Unit will closely coordinate with AU to reconcile any discrepancies that may arise in the BAPC, physical count and the GL.

5. The variance of **P4,309,062.25** between the balance per FS and per Ledger Cards of the SP accounts as of December 31, 2023, wherein the possible effect could be material, and the non-preparation and non-maintenance of the SPLC are contrary to Item 4.7.2 of COA Circular No. 2022-004 dated May 31, 2022, respectively, thus, rendering the reported balance of SP of **P13,255,450.58**, doubtful and misleading.

Item 4.7.2 of COA Circular No. 2022-004 provides Annex A.2 – Semi-Expendable Property Ledger Card (SPLC) that shall be kept in the Accounting Division/Unit to record promptly the acquisition, description, custody, impairment, issue/transfer/disposal, repair history, and other information about the property.

The reported balance of the Semi-Expendable Properties (SP) account of the URS in the FS as of December 31, 2023 is **P13,255,450.58**.

On the other hand, the URS Accounting Unit (AU) uses the Supplies Ledger Card (SLC) in recording SP instead of the SPLC, contrary to Item 4.7.2 of Commission on Audit (COA) Circular No. 2022-004, thus, the balances reflected therein did not match the amounts reflected in the FS.

It was observed that there is a variance of **P4,309,062.25** between the balance per FS and per SLC.

Account Title		Balance per FS	Balance per Ledger Card	Variance
Semi-Expendable Office Equipment		P1,490,954.18	P972,994.18	P517,960.00
Semi-Expendable Information and Communications Technology Equipment		5,509,697.50	3,166,966.25	2,342,731.25
Semi-Expendable Agricultural and Forestry Equipment		215,390.00	0.00	215,390.00
Semi-Expendable Communications Equipment		34,500.00	11,700.00	22,800.00
Semi-Expendable Medical Equipment		215,245.00	158,865.00	56,380.00
Semi-Expendable Sports Equipment		39,470.00	0.00	39,470.00
Semi-Expendable Technical and Scientific Equipment		320,290.00	261,750.00	58,540.00
Semi-Expendable Construction Equipment		22,750.00	0.00	22,750.00
Semi-Expendable Other Equipment		1,585,223.00	1,623,700.50	38,477.50

Account Title	Balance per FS	Balance per Ledger Card	Variance
Semi-Expendable Furniture and Fixtures	2,207,841.90	1,136,323.40	1,071,518.50
Semi-Expendable Books	<u>1,614,089.00</u>	<u>1,614,089.00</u>	<u>0.00</u>
Total	<u>P13,255,450.58</u>	<u>P8,946,388.33</u>	<u>P4,309,062.25</u>

Thus, the recorded balance of SP account amounting to P13,255,450.58 is doubtful and misleading.

We recommended that the University President direct the AU to:

- a. make an analysis of the Semi-Expendable Properties account, and reconcile the P4,309,062.25 variance between the FS and Ledger Card; and**
- b. discontinue the use of Supplies Ledger Card (SLC) for SP, instead, use the prescribed SPLC format to record acquisition, description, custody, impairment, issue/transfer/disposal, repair history, and other information about the Semi-Expendable Properties, in compliance with Item 4.7.2 of COA Circular No. 2022-004.**

Management's Comment:

The Accounting Unit will use the prescribed SPLC starting CY 2024. The digital copies of SPLC across all funding sources shall be forwarded to the COA Resident Auditor by April 30, 2024, to fully comply with the provisions set forth in COA Circular No. 2022-004.

COMPLIANCE AUDIT

- 6. Payment of honoraria on teaching overload of faculty members of the University amounting to P477,433.20 without adhering to Items 2, 3 and 7 of the Revised Policies and Guidelines on University Faculty Workload, constitutes irregular and excessive expenditure under Item 3.1 of COA Circular No. 2012-003 dated October 29, 2012.**

Item 3.1 of Commission on Audit (COA) Circular No. 2012-003 dated October 29, 2012 defines Irregular Expenditures as follows:

“xxx expenditures incurred without adhering to established rules, regulations, procedural guidelines, policies, principles or practices that have gained recognition in laws. Irregular expenditures are incurred if funds are disbursed without conforming with prescribed usages and rules of discipline. There is no observance of established pattern, course, mode of action, behavior, or conduct in the incurrence of an

irregular expenditure. A transaction which fails to follow or violates appropriate rules of procedures is, likewise irregular.”

While, Items 2, 3 and 7 of the Revised Policies and Guidelines on University Faculty Workload, pursuant to Board Resolution No. 044-411-13 and University Administrative Council Resolution No. 03-014-13 provides the following rules and regulations:

2. Faculty Teaching Load

2.1. The actual teaching hours (ATH) per week will be 18 hours for undergraduate level wherein:

Lecture class	1 unit = 1 ATH
Laboratory class	1 unit = 3 ATH

2.2. National Service Training Program (NSTP) – there should be at least fifty (50) students to a class which is equivalent to three (3) ATH.

2.3. Student Teaching – 6 ATH for a class with 25-30 students/Supervised Industrial Training (SIT) – 3 ATH for a class with 40 students/On-the-Job Training/Occupational Internship Program (OIP)/Practicum – 6 ATH for 6 units /Related Learning Experience (RLE) – shall depend on the Professional Regulation Commission (PRC) and the Commission on Higher Education (CHED) on duty hours of nursing students.

2.4. Laboratory School – faculty member is required of 18 ATH and an additional of three (3) contact hours for an advisory class shall be considered as regular teaching load. A faculty without advisory class will be given an additional three (3) ATH.

2.5. Faculty with Administrative Functions – the actual teaching hours (ATH) of faculty members performing administrative functions, inclusive of Research Development Extension and Production (RDEP) workload are as follows:

<u>Designation</u>	<u>ATH</u>
Vice-President/Campus Director/Campus Dean	3
Deans	
16 and more classes to supervise	6
15 and less classes to supervise	9
Director (Research, Extension, Production, Office of the Director for Student Development Services (OSDS), Public Affairs)	6
Head, University-wide Office of the University Physical Facilities and Development Unit (UPFDU)	6
Asst. Head, University-wide UPFDU	9
University Registrar	6

<u>Designation</u>	<u>ATH</u>
Principal, Laboratory School	6
Head, Library Services	9
Program Head (serving at least 100 students)	15
Head, Academic Affairs Sections:	
a. Curriculum and Instruction (Program Accreditation, Recognition and Certification, NSTP, Test and Evaluation)	9
b. Student Development Service (Admission, Student Psychological Testing, Student Organization, Guidance & Counseling, Scholarship and Financial Assistance)	9
c. OJT and Placement	9
Head, RDEP Section (Stat Center, Sustainable Agriculture and Natural Resources Institute (SANRI), Eco and Bio Diversity, Publication/Media Service, Gender and Development (GAD), Intellectual Property Office (IPO), Task Force on Laguna Lake Conservation and Development (TFLLCD)	9
Head, Administration and Finance Sections	
University Corporate Business Affairs (CBA)	9
Campus CBA	12
Head, Planning and Development Services Sections (Management Information System (MIS), Int'l. Dev't. and Special Proj., Center for Lifelong Learning (CLL), Culture and Arts, Sports Dev't.)	9
Campus-wide Designations	
OSDS Coordinator	18
MIS and Planning	18
Supply and Property Management Office (SPMO)	15
Accreditation Over-all Chair	18
RDEP Unit	15
General Services	18
Publication	18
Sports	18
Culture and Arts	18
Guidance Counselor	18
Campus Registrar/Cashier/Librarian	
With non-teaching staff	15
Without staff	9

3. Research, Extension and Production Workload

3.1. Faculty members shall render academic workload specifically an additional 3-unit workload intended for research, extension and production activities. The additional 3-unit faculty workload should be approved and recognized, pursuant to the policies and guidelines on the approval and conduct of the RDEP activities.

3.2. Faculty may opt to take three units teaching load to be rendered within his/her regular official time in lieu of the additional three units RDEP workload. Faculty members should observe the university policy guidelines on the completion and non-completion of research, extension and production workload.

7. Faculty members are allowed to have six hours teaching overload per week provided they maintain a very satisfactory rating during the last two immediately preceding semesters.

The time for teaching overload should be outside the regular official time and the one-hour lunch break.

Teaching loads over and above the minimum load stated are subject to compensation provided extension of hours beyond the official time is rendered.

When no qualified faculty member is available to teach a subject, an additional teaching overload of three hours per week may be given to a faculty member. The schedule of which must be outside the regular official time and the one-hour lunch break.

Post audit of the Disbursement Voucher (DV) on the payment of honoraria amounting to ₱477,433.20 (**Annex C**) for the teaching overload during the CY 2023 disclosed that 29 faculty members were given teaching loads over and above the minimum load stated above even the additional teaching load is not in accordance with the policies and guidelines on faculty workload of the University.

All of the above-mentioned faculty members have approved excess teaching loads that are more than the allowed six hours teaching overload. While, some are designated program heads, campus coordinators and other administrative functions, with excess teaching load ranging from nine to 12 hours per week.

Moreover, there are no supporting justification on the additional excess teaching loads, while some of the approved schedules of excess teaching loads are within the regular official time and the one-hour lunch break of the faculty member, contrary to the above rules and regulations.

Expenditures incurred without adhering to established rules, regulations, procedural guidelines, policies, principles, or practices constitute an irregular expenditure. Thus, it is disallowable in audit, pursuant to COA Circular No. 2012-003 dated October 29, 2012.

We recommended that the University President:

- a. **direct the Vice President for Academic Affairs (VPAA), in coordination with the Office of the Vice President for Administration and Finance (OVPAF), to formulate and implement processes that will ensure compliance with the above policies and guidelines prior to approval of the teaching overload appointment;**

- b. instruct the VPAA to cease from approving teaching overload appointments without going through rigid evaluation of its application; and**
- c. strictly follow the provisions of the Revised Policies and Guidelines on University Faculty Workload.**

Management's Comments:

A perennial concern at the University is the shortage of faculty/experts available to teach the offered subjects. As faculty members retire or resign, vacancies in teaching positions inevitably result in an escalation of overload assignments.

Relative thereto, some of the assigned overloads fall within the official working hours aiming to minimize long breaks for students, and ensure their schedules is as optimal as possible for their security and safety. Thus, in order to claim overload pay, faculty members extend their time of stay in the University to engage in academic-related activities.

- 7. The Due from Officers and Employees account have been dormant due to the URS Management's lack of action to collect the undeposited collection amounting to P368,114.64, contrary to Section 10.2 of COA Circular No. 2023-008 dated August 17, 2023, Paragraph two of Section 6.3 of the URS Grievance Machinery and Section 122 of PD No. 1445, thus, exposed the funds for possible loss and deprived the University of the benefits from the immediate use of the funds.**

Section 10.2 of Commission on Audit (COA) Circular No. 2023-008 dated August 17, 2023 states:

"10.0 MONITORING AND REPORTING

The Head of Accounting Unit shall:

xxx 10.2 Ensure that current transactions and those below ten years are properly documented and appropriately acted upon immediately to avoid being dormant. If the Accountable Officer (AO) fail to settle his/her accountabilities despite the demand, the action could either be salary deduction or filing of appropriate cases xxx.

Also, Paragraph two of Section 6.3 of the University of Rizal System (URS) adopted Grievance Machinery through the Board of Regents (BOR) Resolutions No. 10-104-04, pursuant to Civil Service Commission (CSC) Resolution No. 010113 dated January 10, 2001 and CSC Memorandum Circular No. 2, s. 2001, provides that the Grievance Committee after the conduct of an investigation and hearing within ten working days from receipt of the grievance shall render decision within five working days after investigation.

Lastly, Section 122 of Presidential Decree (PD) No. 1445 states:

“Submission of reports. Whenever deemed necessary in the exigencies of the service, the Commission may under regulations issued by it require the agency heads, chief accountants, budget officers, cashiers, disbursing officers, administrative or personnel officers, and other responsible officials of the various agencies to submit trial balances, physical inventory reports, current plantilla of personnel, and such other reports as may be necessary for the exercise of its functions.”

(2) Failure on the part of the officials concerned to submit the documents and reports mentioned herein shall automatically cause the suspension of payment of their salaries until they shall have complied with the requirements of the Commission.

(3) No appropriation authorized in the General Appropriations Act shall be available to pay the salary of any official or employee who violates the provisions of this section, without prejudice to any disciplinary action that may be instituted against such official or employee.”

The Due from Officers and Employees account includes, among others, long outstanding undeposited collection, since CY 2015, amounting to ₱368,114.64, during the time of then Head of Corporate Business Affairs (CBA).

Records showed that a Grievance Committee was created thru Office Memorandum No. 142, s. 2018 that handled the issue of undeposited collections. Therefore, it is safe to assume that a decision for that matter has been reached but not yet implemented, considering the significant amount of time that passed.

However, the Audit Team, on its audit query regarding the result of investigation made and Management's action/s on the rendered decision by the Grievance Committee have not received any response from management.

Likewise, the Audit Team did not receive response on its query regarding efforts employed by Management to collect the said long outstanding undeposited collection.

Review of the Due from Officers and Employees account disclosed that the account have been dormant for a significant amount of time due to Management's lack of action or effort to collect the undeposited collection.

The collection that remained undeposited for a long period of time exposed the funds for possible loss and deprived the University of the benefits from the immediate use of the funds.

We recommended that the University President, thru the Director of Finance Services, instruct the Head of the Accounting Unit to issue Demand Letter for the immediate settlement by the concerned AO of the long outstanding balance of undeposited collection amounting to ₱368,114.64, and furnish the Office of the Auditor of the duly received copy of the Demand Letter. If

warranted and supported with adequate evidence, withhold the salary of the said AO and/or initiate the filing of appropriate administrative and criminal charges against the AO, should the concerned AO fail to settle or refuse to comply with the demand letter to be issued.

We also recommended that the University President direct the concerned official to submit certified true copy of pertinent documents of the above case handled by the Grievance Committee, such as office memorandum, minutes of the proceedings, resolutions, agreement, etc., pursuant to Section 122 of PD No. 1445.

Management's Comment:

A demand letter was already served to the concerned AO, thru email, requiring immediate settlement of the long outstanding balance of undeposited collection. To ensure proper and complete service and in order to apprise the AO of the existence of the demand letter, personal service shall be effected the soonest, to which the COA Auditor will be furnished a copy of the Proof of Service immediately.

Auditor's Rejoinder:

The Audit Team has not yet received an official copy of the duly issued demand letters.

8. **Payment for monetization of more than 50 percent of the accumulated leave credits of the University Official amounting to ₱1,458,619.54 was not supported with complete documentation, contrary to Section 23 of the Omnibus Rules on Leave and Section 5.14 of COA Circular No. 2012-001 dated June 14, 2012, thus, casted doubts on the validity and regularity of the transactions.**

Section 23 of the Omnibus Rules on Leave, as amended, provides:

"Monetization of 50% or more of vacation/sick leave credits. Monetization of fifty percent (50%) or more of the accumulated leave credits may be allowed for valid and justifiable reasons such as:

- a. *Health, medical and hospital needs of the employee and the immediate members of his/her family;*
- b. *Financial aid and assistance brought about by force majeure events such as calamities, typhoons, fire, earthquake and accidents that affect the life, limb and property of the employee and his/her immediate family;*
- c. *Educational needs of the employee and the immediate members of his/her family;*
- d. *Payment of mortgages and loans which were entered into for the benefit or which inured to the benefit of the employee and his/her immediate family;*

- e. *In cases of extreme financial needs of the employee or his/her immediate family where the present sources of income are not enough to fulfill basic needs such as food, shelter and clothing;*
- f. *Other analogous cases as may be determined by the Commission.*

Moreover, Section 5.14 of Commission on Audit (COA) Circular No. 2012-001 dated June 14, 2012, states:

“Documentary Requirements

- *For monetization of 50 percent or more:*
 - *Clinical abstract/medical procedures to be undertaken in case of health, medical and hospital needs*
 - *Barangay Certification in case of need for financial assistance brought about by calamities, typhoons, fires, etc.”*

Audit of Disbursement Voucher (DV) No. 011-23-12-1291 dated December 28, 2023 for the payment of monetized leave credits of the retiring University official disclosed that the claim did not conform to the above rules and regulations.

The monetized leave is more than 50 percent of the accumulated leave credits of the official. While, review of the completeness of the attached supporting documents to the claim disclosed that it includes, among others, a request letter that the monetized leave credits are intended for health, medical and hospital needs.

However, the above claims amounting to ₱1,458,619.54 was processed, approved and released to the payee despite incomplete documentation, that will show proof on the cited reason for special monetization of his leave credits, such as clinical abstract/medical procedures as prescribed by the above rules and regulations.

The non-submission of complete documents that support the claim for the monetization of leave credits casted doubt on the validity and regularity of the transactions.

We recommended that the University President direct the concerned personnel to submit authenticated copy of lacking document/s on the payment of special monetized leave credits, and strictly comply with the provisions of the above rules and regulations.

Management's Comment:

Management will request the concerned official to submit the documents mentioned in the audit recommendation to satisfy the payment, and will subsequently be forwarded to the COA Resident Auditor.

Auditor's Rejoinder:

The Audit Team will monitor Management's action/s on the audit observation until its full compliance with the recommendations.

9. **Incomplete submission of the required documents for the procurement of various ICT Equipment and Supplies amounting to ₱9,429,169.95, which is contrary to the GP of the GAA for Fiscal Year 2023 and 2016 RIRR of RA No. 9184 (Updated as of 03 July 2023), casted doubt in the regularity of the said procurement and prevented the Audit Team to conduct thorough review of the required documents to communicate immediately to Management any deficiencies noted for corrective measures.**

Section 19 of the General Provisions (GP) of the General Appropriations Act (GAA) for Fiscal Year 2023 specifically provides that all agencies of the government shall strictly adhere to the provisions of Republic Act (RA) No. 9184, its Implementing Rules and Regulations (IRR) and Government Procurement Policy Board (GPPB) guidelines in the procurement of goods, services and consultancy services.

RA No. 9184 or the Government Procurement Act and its revised IRR were promulgated for the purpose of prescribing the necessary rules and regulations for the standardization and regulation of procurement activities of all government agencies and instrumentalities. Provisions therein are in line with the government's effort to adhere to the principles of transparency, accountability, equity, efficiency, and economy in the procurement process.

Results of the auditorial review in the procurement of Information and Communications Technology (ICT) equipment amounting to ₱9,429,169.95 undertaken by URS indicated deviations from certain provisions of the procurement law.

It was observed that the required procurement documents listed in **Annex D** were not included in the submitted contract docket to the Office of the Auditor.

The non-submission of these documents casted doubt whether the procurement planning, implementation and evaluation process was conducted in a careful, objective, and prudent manner to ascertain that the BAC decision is judicious, equitable and most advantageous to the government. Thereby, casting doubt in the regularity of the said procurement and preventing the Audit Team to conduct thorough review of the required documents to communicate immediately to Management any deficiencies noted for corrective measures.

We recommended that the University President, thru the BAC Chairman, instruct the Head of BAC Secretariat to:

- a. **submit the lacking documents for the said contracts as presented in Annex D;**
- b. **always ensure complete submission of procurement contracts and relevant documents going forward for audit and review purposes; and**
- c. **strictly comply with the relevant provisions of RA No. 9184 and its RIRRs.**

Management's Comment:

The required documents cited in the audit observation were submitted to COA Resident Auditor's Office. Management assured that the BAC, thru the Secretariat, shall strictly adhere to the submission of documentary requirements as prescribed under RA No. 9184 and COA rules and regulations.

Auditor's Rejoinder:

The Audit Team (AT) has not yet received the following documents:

- Certification from the Head of BAC Secretariat on the posting of advertisement and bidding documents at a conspicuous place reserved for said purpose in the premises of the procuring entity at conspicuous places in the premises of the procuring entity for seven (7) CDs
- Proof of posting of downloadable complete bidding documents in the website of the PhilGEPS and at a conspicuous place reserved for said purpose in the premises of the procuring entity from the time the Invitation to Bid is advertised
- Proof of posting of bid bulletins in the website of the PhilGEPS; and at a conspicuous place reserved for said purpose in the premises of the procuring entity
- Notice of Receipt of Bids
- Certification from the Head of BAC Secretariat on the posting of NOA at a conspicuous place reserved for said purpose in the premises of the procuring entity
- Printout copy of posting of NTP and the approved contract in the website of the procuring entity, if any

10. Notice of reassignment or separation from the service of AOs and report on turnover of accountabilities between the outgoing and incoming AOs were not submitted to the Office of the Auditor, contrary to the pertinent provisions of PD No. 1445 or Government Auditing Code of the Philippines and COA Memorandum No. 2013-004 dated July 9, 2013, thus, preventing the Audit Team to perform the required mandatory cash examination.,

Presidential Decree (PD) No. 1445 or the Government Auditing Code of the Philippines, states the following provisions pertaining to designation of accountable officers and transfer of accountabilities, viz:

"Section 64. Designation of Collecting Officers for Government Agencies. The head of an agency may designate such number of collecting officers or agents as may be deemed necessary. They shall render reports of their collections, under the regulations of the Commission, to be submitted promptly to the auditor concerned who

shall conduct the necessary examination and audit within thirty days from receipt thereof.

Section 77. Invoice and Receipt Upon Transfer of Funds or Property. When government funds or property are transferred from one accountable officer to another, or from an outgoing officer to his successor, it shall be done upon properly itemized invoice and receipt which shall invariably support the clearance to be issued to the relieved or out-going officer, subject to regulations of the Commission.

Section 80. Final Report of Accountable Officers.

- (1) An accountable officer, upon ceasing to act in his official capacity as such, shall submit to the auditor of the agency concerned a report of his accountability.*
- (2) Any remaining balance of such accountability shall be deposited in the proper treasury without unnecessary delay.*

Section 122. Submission of reports. Whenever deemed necessary in the exigencies of the service, the Commission may under regulations issued by it require the agency heads, chief accountants, budget officers, cashiers, disbursing officers, administrative or personnel officers, and other responsible officials of the various agencies to submit trial balances, physical inventory reports, current plantilla of personnel, and such other reports as may be necessary for the exercise of its functions.

- (2) Failure on the part of the officials concerned to submit the documents and reports mentioned herein shall automatically cause the suspension of payment of their salaries until they shall have complied with the requirements of the Commission xxx."*

Additionally, the Commission on Audit (COA) issued Memorandum No. 2013-004 dated July 9, 2013, prescribing the use of the Revised Cash Examination Manual wherein it states the frequency of cash examinations of all accountable officers of government agencies as follows:

"F, Chapter III. Frequency of Cash Examination

- 1. Conduct the examination of the cash and accounts of all AOs at least once a year;*
- 2. Perform mandatory cash examination under the following circumstances:*
 - a. Before the AO retires or is separated from the service*
 - b. Before he is transferred to another station or office*
 - c. When he goes on extended leave of absence and another AO is designated in his place; and*
 - d. When loss of government fund by an AO is reported."*

It was observed that on several occasions the designated Accountable Officers (AOs) of the University were transferred to another station/office or retired/separated from the service without being examined by the Audit Team his/her cash and accounts as prescribed by the above regulations.

The URS Management failed to notify the Audit Team about the reshuffling/reassignment, or separation from the service of AOs. Likewise, there was no report of accounting and turnover of accountabilities between the outgoing and incoming AOs submitted to the Office of the Auditor.

The foregoing practice precluded the Audit Team from performing the required mandatory examinations on the AO's cash and accounts.

We recommended that the University President, thru its concerned officials,:

- a. notify the Audit Team (AT) in advance, every time a designated AO will cease to act in his official capacity, so that the AT can conduct the required mandatory cash examination in accordance with the regulations; and**
- b. require the AOs to render an accounting of their cash and accounts, and submit the same, including turnover of accountabilities between the outgoing and incoming AOs to the Office of the Auditor, for review and evaluation.**

Management's Comment:

The COA Resident Auditor's Office shall be notified immediately and religiously of future transfer/reassignment/retirement of an AO to ensure timely conduct of mandatory cash examination. The list of AOs who got transferred to another station/unit as a result of promotion and retirement was submitted to COA Resident Auditor's Office for reference, as well as the official documents in support of the turnover of accountabilities between outgoing and incoming AOs.

Gender and Development (GAD)

- 11. The University utilized only ₱23,790,000.00 or 55 percent of the approved GAD Budget of ₱43,150,000.00 in the implementation of PPAs, while the CY 2023 GAD AR was not submitted and endorsed to the PCW, contrary to Items 9.1, 10.1 and 10.5 of PCW-NEDA-DBM Joint Circular No. 2012-01. Hence, the benefits which could have been derived therefrom were not maximized, and the PCW was unable to assess the actual accomplishments of the GAD PPAs.**

Item 9.1 of Philippine Commission on Women (PCW)-National Economic Development Authority (NEDA)-Department of Budget and Management (DBM) Joint Circular No. 2012-01 states:

"Upon receipt of the letter of endorsement from PCW and or the adjusted GAD Plan and Budget (GPB), the agency head shall issue an appropriate policy directive, copy furnished PCW, to disseminate and implement the GPBs. The directive shall mandate the agency GAD Focal Point System (GFPS) to: a) provide technical assistance, as

needed, to attached agencies, bureaus and regional offices in the implementation of the GPBs; b) monitor its implementation; c) ensure the preparation and submission of GAD ARs; and d) consolidate reports on the implementation of the GPBs.” (Underscoring Supplied)

Moreover, Items 10.1 and 10.5 of the same Joint Circular provides:

“10.1 Attached agencies, bureaus, regional offices, constituent units and all others concerned shall submit their GAD ARs to their central offices. The agency GFPS shall prepare the annual GAD AR based on the PCW-endorsed GPB or the GPB adjusted to the approved General Appropriations Act (GAA) following the form prescribed in Annex B. Activities completed until the end of the year may be included in the final GAD AR of agency submitted to PCW in January.”

“10.5 The PCW shall assess the actual accomplishments of agencies on GAD and prepare an annual integrated GAD AR for submission to Congress, and the Office of the President, copy furnished DBM and Commission on Audit (COA) and all agencies that submitted GPBs and GAD ARs.”

Review of the GPB and GAD-related actual disbursements revealed that the allocated budget was not fully utilized, while assessment of the submitted reports showed that the GAD AR lacked the signature of the head of agency.

Further analysis disclosed that only ₱23,790,000.00 or 55 percent of the approved GAD Budget of ₱43,150,000.00 was utilized, with details shown in **Annex E**. Moreover, the submitted GAD AR was not approved by the Head of the Agency nor endorsed to the PCW.

Inquiry with the GAD focal point person averred that the delays in the preparation and the submission of reports, as well as the under utilization of funds, were attributed to the unfamiliarity with GAD fundamentals and concepts, inadequate research and training sessions, and limited number of personnel who could provide assistance at the GAD Center.

The non-implementation of the GAD-related PPAs resulted in the inadequate utilization of GAD funds at a rate of 55 percent, and the benefits which could have been derived there from were not maximized.

Consequently, the non-submission of the CY 2023 GAD AR to the PCW rendered the same unable to assess the actual accomplishments of the University on its implementation of GAD PPAs.

We recommended that the University President:

- a. issue an appropriate policy directive to disseminate and implement the GPBs in accordance with Item 9 of PCW-NEDA-DBM Joint Circular No. 2012-01; and**

b. instruct the GFPS to:

- **strictly observe the prescribed deadline on the submission of GAD AR to PCW; and**
- **ensure the implementation of the GAD PPAs and maximize utilization of the allotted budget to be more responsive in addressing gender issues.**

Management's Comment:

Some relevant factors, such as conflict of schedule of target resource personnel or external client with GAD resource pool schedule, prevented the GAD Committee from implementing all of the PPAs listed in the CY 2023 GPB. While GAD AR submission is online thru Gender Mainstreaming Monitoring System (GMMS) and is currently at the CHED GAD focal person for review. The comments and suggestions from the review will be considered for its revision prior to endorsement to PCW and the DBM.

Programs/Projects Evaluation based on the Major Final Output (MFO)

Evaluation of actual accomplishments of the agency vis-à-vis identified performance indicators under the four MFOs showed that URS had favorably surpassed its target, as shown below:

Performance Indicator	Target	Actual	Percentage of Accomplishment (Actual/Target)
MFO1: Higher Education Program			
Outcome Indicators:			
1. Percentage of first-time licensure exam takers that pass the licensure exams	55%	69.36%	126.11%
2. Percentage of graduates (2 years prior) that are employed	26%	57.43%	220.88%
Output Indicators			
1. Percentage of undergraduate students enrolled in CHED-identified and RDC-identified priority programs	99%	87.44%	88.32%
2. Percentage of undergraduate programs with accreditation	81%	96.97%	119.72%
MFO2: Advanced Education Program			
Outcome Indicator			
1. Percentage of graduate school faculty engaged in research work applied in any of the following:	50%	82%	164%

Performance Indicator	Target	Actual	Percentage of Accomplishment (Actual/Target)
a) pursuing advanced research degree programs (Ph.D) or			
b) actively pursuing within the last three (3) years (investigative research, basic and applied scientific research, policy research, social science research) or			
c) producing technologies for commercialization or livelihood improvement or			
d) whose research work resulted in an extension program			

Output Indicators

1. Percentage of graduate students enrolled in research degree programs	95%	99.25%	104.47%
2. Percentage of accredited graduate programs	91%	100%	109.89%

MFO3: Research Program

Outcome Indicator

1. Number of research outputs in the last three years utilized by the industry or by other beneficiaries	6	6	100%
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Output Indicators

1. Number of research outputs completed within the year	30	18	60%
2. Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	25%	2%	8%

MFO4: Technical Advisory Extension Program

Outcome Indicator

1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	21	23	109.52%
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Output Indicators

1. Number of trainees weighted by the length of training	4,150	4,187.25	100.90%
2. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	14	14	100%

Performance Indicator	Target	Actual	Percentage of Accomplishment (Actual/Target)
3. Percentage of beneficiaries who rate the training course/s as satisfactory or higher in terms of quality and relevance	90%	100%	111.11%

The General Appropriations Act (GAA) for Fiscal Year 2023 provided the URS with four MFOs and a budget of ₱818,676,000.00.

In line with the commitment of URS to nurture and produce upright and competent graduates and empowered community through relevant and sustainable higher professional and technical instruction, research, extension and production services, the University's accomplishments for CY 2023 included the following:

A. Higher Education Program

1. Under the Major Final Output (MFO) 1, Higher Education Program, for the "percentage of first-time licensure exam takers that pass the licensure exams," the University obtained 69.36 percent which is way higher than the 55 percent target on this indicator.
2. Under the "percentage of graduates (2 years prior) that are employed," the University achieved 57.43 percent which is remarkably higher than the 26 percent target under this indicator.
3. On the "percentage of undergraduate students enrolled in CHED-identified and RDC-identified priority programs," the University obtained 87.44 percent, only, a little less than the targeted 99 percent for this indicator. The University is currently formulating strategies to ensure that all of its program offerings are responsive to the needs of the region and the country.
4. Finally, under the "percentage of undergraduate programs with accreditation", the University obtained 96.97 percent accreditation status as against the target of only 81 percent.

B. Advanced Education Program

1. For the MFO 2, Advanced Education Program, under the "percentage of graduate school faculty engaged in research work", the University obtained 82 percent which is higher than the 50 percent target for this indicator.
2. For the "percentage of graduate students enrolled in research degree programs," URS got 99.25 percent which is higher than the 95 percent target.
3. Meanwhile, under the "percentage of accredited graduate programs," the university got 100 percent accreditation which is higher than the 91 percent target for this indicator.

C. Research Program

1. Moving on with the MFO 3, Research Program, on the “number of research outputs in the last three years utilized by the industry or by other beneficiaries,” the university generated 6 research studies hitting its target for the year.
2. For the “number of research outputs completed within the year,” URS has 18 completed researches against the 30 targeted studies to be completed for the year.
3. Under the “percentage of research outputs published in international refereed or CHED recognized journal within the year,” the university obtained two percent which is way lower than the 25 percent target for the year since the completed research outputs from 2021 to 2023 are still in the process for publication.

D. Technical Advisory Extension Program

1. Finally, for the MFO 4, Technical Advisory Extension Program, the “number of active partnerships with LGUs, Industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities,” the university exceeded its target for having 23 partnerships.
2. On the “number of trainees weighted by the length of training,” the university obtained 4,187.25 on top of its 4,150 target.
3. On the “number of extension programs organized and supported consistent with the SUC’s mandated and priority programs,” the URS entered into 14 partnerships hitting 100 percent of its target.
4. Lastly, on the “percentage of beneficiaries who rate the training course/s as satisfactory or higher in terms of quality and relevance,” the University obtained a 100 percent satisfaction rating which is higher than the 90 percent rating target for the year.

Compliance with Government Service Insurance System (GSIS) Premium Deductions and Remittances

12. Officials and employees of the University incurred undue loan arrearages totaling P5,254,891.56 from the GSIS due to multiple loan availments, contrary to Section 14 of the Revised IRR of RA No. 8291, thus, posing risks of affecting the claims of privileges and separation or retirement benefits from the GSIS of the said officials and employees, and the University to sustain possible penalties and interest due to non-compliance.

Section 14.2 of the Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 8291 provides that the government agency is obliged to deduct from the fixed monthly compensation of the employee the loan amortizations due the Government Service Insurance System (GSIS). Section 14.3 of the RIRR of RA No. 8291 provides that these amounts are then required to be remitted to the GSIS within the first ten (10) days of the calendar month following the month when these deductions were effected.

It was informed through a letter from the GSIS dated November 29, 2023 that 111 officials and employees of the University, both active and inactive members of the GSIS, incurred undue loan arrearages totaling ₱5,254,891.56, the details are shown in **Annex F**. Records showed that the University remits regularly to the GSIS the loan repayments/amortization of the URS officials and employees.

However, verification of monthly remittance disclosed that most of the above officials and employees have multiple loans from the GSIS. The loan repayments/amortization deducted from the fixed monthly compensation of the above officials and employees pertains only to one or two of their availed loans, thus, leaving the other availed loan repayments/amortizations not deducted and unremitted to the GSIS.

Inquiry with the Agency Authorized Officer (AAO) disclosed that there is no required paperwork or forms to be submitted prior to loan application. The concerned employee may apply directly through the GSIS Kiosk or GSIS Touch and the AAO will be notified automatically in the system.

Due to the non-remittance of loan amortizations, the officials and employees incurred undue loan arrearages, thus, posing risks of affecting their claims for privileges and separation or retirement benefits from the GSIS, and the University to sustain possible penalties and interest due to its non-compliance.

We recommended that the University President instruct the AAO to:

- a. secure and submit documents that will prove remittances to the GSIS of the loan repayments/amortizations of the said University officials and employees totaling ₱5,254,891.56. Otherwise, deduct the loan repayments/amortization from their fixed monthly compensation and remit the same to the GSIS, provided that the minimum take-home pay of officials and employees is observed;**
- b. ensure updated and timely remittance of loan repayments/amortization by setting-up controls on loan approval and monitoring; and**
- c. strictly comply with the provisions of the revised IRR of RA No. 8291.**

Management's Comment:

The AAO is in close coordination with the Billing and Collection Unit personnel of the GSIS, who is in-charge of the University's accounts to reconcile the existing loan of employees included in the attached Annex F. Management committed to comply with the provisions of the revised IRR of RA No. 8291. They assured that extra effort is being exerted to minimize, if not totally eliminate, the same observation in the future.

Compliance with Tax Laws and Regulations

The University withheld taxes and recorded the same under the Due to BIR account. As of December 31, 2023 the said account had an outstanding balance of ₱1,375,668.15, which were remitted on January 10, 2024.

Compliance with Home Development Mutual Fund (HDMF) Law

The University deducted the mandatory premiums from their employees' payroll and recorded the same under the Due to Pag-IBIG accounts, together with the employer's share. As of December 31, 2023 the said account had an outstanding balance of P124,456.28, which were remitted on January 2, 2024.

Compliance with National Health Insurance Act of 1995

The University deducted the mandatory premiums from their employees' payroll and recorded the same under the Due to PhilHealth accounts, together with the employer's share. As of December 31, 2023 the said account had an outstanding balance of P133,518.30, which were remitted on January 12, 2024.

Status of Audit Suspensions, Disallowances and Charges

During the year, one Notice of Disallowance (ND) was issued amounting to P27,000.00, while no audit suspensions and charges have been issued against the University. As of December 31, 2023, unsettled suspensions, disallowances and charges totaled P24,609,136.05, the details of which are shown on the next page.

	Beginning Balance as of December 31, 2022	This period January 1, 2023 - December 31, 2023		Ending Balance as of December 31, 2023
		NS/ND/NC	NSSDC	
Notice of Suspension	P6,858,437.45	P0.00	P582,312.90	P6,276,124.55
Notice of Disallowance	18,306,011.50	27,000.00	0.00	18,333,011.50
Notice of Charges	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total	<u>P25,164,448.95</u>	<u>P27,000.00</u>	<u>P582,312.90</u>	<u>P24,609,136.05</u>

Official Development Assistance (ODA) funded projects

For Calendar Year 2023, the University of Rizal System (URS) did not receive ODA Fund.

PART III

STATUS OF IMPLEMENTATION OF PRIOR YEARS' AUDIT RECOMMENDATIONS

STATUS OF IMPLEMENTATION OF PRIOR YEARS' AUDIT RECOMMENDATIONS
As of December 31, 2023

Of the 34 audit recommendations embodied in the Calendar Year (CY) 2022 and prior years' Annual Audit Reports (AARs), 25 were fully implemented and nine were not implemented by the University of Rizal System (URS). The details are presented below:

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
AAR CY 2022, Part II Audit Observation no. 1, page nos. 31-43	1. The URS's financial statements materially misstated by ₱162,300,989.78 due to errors in recording and omissions that are considered as departures from the International Public Sector Accounting Standards (IPSAS), hence affecting the fair presentation of its financial statements as at December 31, 2022.				
AAR CY 2022, Part II Audit Observation no. a.1, page nos. 32-33	a. Non-reversion of unreleased commercial checks and stale checks - ₱236,630.90	We recommended that the University President direct the University Accountant to ensure that the stale checks are immediately adjusted in the books and necessary entries for the reversion of unreleased checks are made at year-	Liability for stale Modified Disbursement System (MDS) checks was recognized through Journal Entry Voucher (JEV) No. 011-23-0141F	Fully Implemented	

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
		end as prescribed by Section 56, Chapter 19 and Section 45, Chapter 6 of the Government Accounting Manual (GAM) for National Government Agencies (NGAs), Volume I, and for fair presentation of accounts in the Financial Statement.	dated February 28, 2023. For future transactions of the Corporate and Business Affairs (CBA), journal entries will be prepared to recognize the reversion of unreleased checks to cash accounts at year-end.		
AAR CY 2022, Part II, Audit Observation no. b.1, page nos. 34-35	b. Unrecorded disallowance with issued Notice of Finality of Decision (NFD), amounting to ₱1,339,856.49	We recommended that the University President direct the University Accountant to prepare a JEV to debit the Receivable-Disallowances/Charges and credit the Accumulated Surplus/(Deficit) account for the total amount of the disallowance, pursuant to Section 46, Chapter 6 of the GAM for NGAs, Volume I.	Disallowance was recognized through JEV No. 052-23-01-0036C dated January 31, 2023	Fully Implemented	
AAR CY 2022, Part II, Audit	c. Erroneous recording of depreciation using	We recommended that the University President direct the University Accountant	Below are the JEVs booked in compliance with the	Fully Implemented	

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
Observation no. c.1, page nos. 35-38	10 percent residual value of depreciable assets without COA approval- ₱19,229,066.39	to prepare the necessary journal entry to adjust the understatements by debiting the Accumulated Surplus/(Deficit) and crediting the Accumulated Depreciation accounts by the total amount of understatements. Henceforth, strictly comply with the estimates provided by the Manual in the computation of depreciation of items of Investment Property (IP) and Property, Plant and Equipment(PPE), unless a more appropriate estimate is determined by the University based on its operation subject to the approval of COA as stated in Section 27 (i), Chapter 10 of the GAM for NGAs, Volume I.	audit recommendation to use five percent residual value in computing depreciation expenses: • JEV No.011-23-03-0261H dated March 31, 2023 • JEV No.062-23-03-0051A dated March 31, 2023 • JEV No. 052-23-03-0275Bdated March 31, 2023 • JEV No. 052-23-03-0275Cdated March 31, 2023 • JEV No. 073-23-03-0061C dated March 31, 2023		
AAR CY 2022, Audit Observation no. d.1, page nos. 39-40	d. Erroneous recording of payment of penalty to Sales Revenue account - ₱48,716.00.	We recommended that the University President direct the University Accountant to be prudent on keeping of the books of accounts of the University by regularly reviewing all entries made	All journal entries made were strictly reviewed prior to recording in the books of account. No adjustments were made	Fully Implemented	

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
		by the Accounting Staff in the Journals, and make the necessary adjusting entries, to ensure that the effects of transactions, other events and conditions in accordance with the definition and recognition criteria for assets, liabilities, revenue and expenses set out in IPSAS, are faithfully represented.	because the error was classified as counter-balancing.		
AAR CY 2022, Audit Observation no. e.1, page nos. 41-43	e. Erroneous recording of fund transfers amounting to ₱141,446,720.00	We recommended that the University President: a. Instruct the University Accountant to strictly review all journal entries made prior to recording in the books of accounts of the University and before signing the certified correct portion of the JEV; b. Direct the University Accountant to ensure that the effects of transactions, other events and conditions in accordance with the	Strictly reviewed all journal entries made prior to recording in the books of account. No adjustments were made because the error was classified as counter-balancing.	Fully Implemented Fully Implemented	

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
		definition and recognition criteria for assets, liabilities, revenue and expenses set out in IPSAS, are faithfully represented, pursuant to Section 15, Chapter 2 of the GAM for NGAs, Volume I; and c. Instruct the Collecting Officers, thru the OIC-University Cashier, to issue Official Receipts (OR) on bank-to-bank fund transfer, only if needed.	Official receipts were issued for bank-to-bank fund transfer, if warranted.	Fully Implemented	
AAR CY 2022, Part II, Audit Observation no. 2, page nos. 44-46	2. The Notes to Financial Statements of URS was insufficient of relevant supporting information and contained some amounts that differed from those presented on the face of the Financial Statement (FS) contrary to Section 111 of Presidential Decree (PD) No. 1445 and Chapters 19 and 22	We recommended that the University President direct the Accountant to: a. Conform with the required disclosures in the Notes to FS as per IPSAS and other guidelines such as GAM, in order to adequately and correctly inform its users of the important auxiliary information needed to understand the balances and	Notes to FS were strictly reviewed together with the quarterly financial statements before submission.	Not Implemented	Lapses in the review process still observed. There are noted inconsistencies in the amount presented in the FS and in the Notes to FS. <i>Reiterated with modification under Observation No. 3,</i>

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
	of GAM for NGAs, Volume I, depriving the users of the Year-End Financial Statements of information necessary in making right decisions.	transactions of the University; and b. Review and reconcile carefully the amount presented in the FS with the amount disclosed in the Notes to FS in order not to mislead the users of the financial statements.	Amount presented in the FS and disclosed in the Notes to FS were strictly reviewed before submission.	Not Implemented	<i>Page Nos. 56 to 58.</i> Lapses in the review process still observed. There are noted inconsistencies in the amount presented in the FS and in the Notes to FS. <i>Reiterated with modification under Observation No. 3, Page Nos. 56 to 58.</i> <i>For preparation of request to the RD for the approval of Recommendation Tracking Sheet (RTS) for recommendations considered closed for having been reiterated with modifications</i>
AAR CY 2022, Part II, Audit Observation no. 3, page	3. Management's leniency to comply within the deadlines set on the submission of Budget and	We recommended that the University President: a. Require the Budget Officer and University	Printed copies of BARs and FARs	Fully Implemented	

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
nos. 46-49	Financial Accountability Report (BFARs) and Statement of Comparison of Budget and Actual Amounts (SCBAA) precluded the Audit Team from performing timely review/evaluation of the budget execution and consequently prevented the timely reporting of audit results to the Management, contrary to Section 122, Chapter 3, Title III of PD No. 1445, Section 4.3 of COA-DBM Joint Circular No. 2019-1 dated January 1, 2019, and Sections 5 and 60 of Chapter 19 of the GAM for NGAs, Volume I.	Accountant to comply with the deadlines for submitting the subject reports and adhere strictly to the provisions of the aforementioned law, rules and regulations; and b. Direct the Budget Officer and University Accountant to conduct review/evaluation of the respective report preparation process/procedural flow to identify the specific area that is causing the delay.	were submitted to COA Resident Auditor. Review and evaluation of the report preparation process were conducted to avoid delays on submission.	Fully Implemented	
AAR CY 2022, Part II, Audit Observation no. 4, page	4. Granted seed money for the implementation of "One Campus One Product (OCOP) Project of the	We recommended that the University President: a. Direct the URS Production and Services	Presented the project advocacy to	Not Implemented	Some proponents of the project have not

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
nos. 49-51	University amounting to ₱350,000.00 lacked approval of the URS Board of Regent (BOR), contrary to Commission on Audit (COA) Circular No. 2000-002 and Section 22 of Commission on Higher Education (CHED) Memorandum Order No. 20, thus casted doubts on the propriety and legality of the implemented project.	Management Committee (UPSMC) to seek the approval/concurrence of the URS Governing Board on the related OCOP project. Otherwise, the total amount of ₱350,000.00 shall be disallowed in audit; and b. Strictly comply with the provisions of COA Circular No. 2000-002 and CMO No. 20 dated August 4, 2011 in the utilization of the University Special Trust Fund.	the Board of Regents for concurrence and approval, but advised to return the seed money used as initial capital. Office memo was issued for the return of the seed money, in compliance with the BOR decision.	Fully Implemented	yet returned the seed money as of December 31, 2023, amounting to ₱130,812.50 lodged in the Due from Officers and Employees account.
AAR CY 2022, Part II, Audit Observation no. 5, page nos. 51-53	5. Disbursements in the amount of ₱54,880.00 contravened some of the existing government rules and regulations or deviated from the proper standard process/procedures on disbursements, as defined in Section 2 of PD No. 1445 and COA Circular No.	We recommended that the University President submit justification for the above-mentioned disbursements which is considered as irregular and unnecessary expenditures pursuant to COA Circular No. 2012-003 dated October 29, 2012.	Justification was submitted to COA Resident Auditor on April 18, 2023.	Fully Implemented	

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
	2012-003 dated October 29, 2012, thus casting doubts on the validity and propriety of the expenditures.				
AAR CY 2022, Part II, Audit Observation no. 6, page nos. 53-54	6. Laxity in the submission of the list of all on-going government projects / programs / activities (PPAs) and those that are to be implemented at the beginning of Calendar Years (CYs) 2022 and 2023 to the Audit Team, pursuant to Item 2.1 of COA Circular No. 2013-004 dated January 30, 2013, inhibited the full disclosure of transactions involving public interest and precluded the timely auditorial review and immediate communication of results to Management for corrective measures of any deficiencies	We recommended that the University President direct the University Planning, Monitoring and Evaluation Office (UPMEO) Director to submit immediately a list of all ongoing PPAs and those that will be implemented during the year; and that the same report be submitted on the first working day of the year in accordance with Item 2.1 of COA Circular No. 2013-004 dated January 30, 2013.	The list of on-going and to be implemented infrastructure projects for FYs 2022 & 2023 was submitted to the Audit Team on August 23, 2022 & February 17, 2023, respectively	Fully Implemented	

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
	noted.				
AAR CY 2022, Part II, Audit Observation no. 7, page nos. 54-55	7. Designated Campus Coordinators and Finance Officer of the CBA of the University handling collections, remittance and deposits are not covered by fidelity bond, contrary to Section 101 of PD No. 1445 and Section 4.1 of Treasury Circular No. 02-2009 dated August 6, 2009, thus posing risk of unrecovery of defalcations, shortages and unrelieved losses.	We recommended that the University President: a. Instruct the OIC-Head of the Business and Resource Generation (BRG), in coordination with the Director for Administrative Services to formulate procedures that will transfer the cashiering function of the Finance Officer and CBA Coordinators to Campus Cashiers; b. Direct the OIC-Head of the BRG to instruct the Finance Officer and CBA Campus Coordinators to refrain from performing collections, remittance and deposits in the absence of existing procedures; c. Direct the Vice President for Administration and Finance and OIC-Head of the BRG to revisit the CBA Manual for update,	Office Memorandum No. 1, s. 05-2023 was issued on May 8, 2023, which transferred the cashiering functions of CBA Coordinators to Campus Cashiers, effective June 1, 2023 CBA Coordinators are no longer performing cashiering functions in compliance with the above office memorandum. A Technical Working Group was organized to revisit and update the CBA Manual	Fully Implemented Fully Implemented Not Implemented	On-going review/evaluation of the constituted Technical Working Group on crafting the

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
		in accordance with the existing government laws, rules and regulations; and d. Ensure that all employees of the University whose duties permit or require the possession or custody of government funds or property are properly bonded in accordance with Section 101 of PD No. 1445 and Section 4.1 of Treasury Circular No. 02-2009 dated August 6, 2009.	Employees whose duties require the possession or custody of government funds and properties are covered by fidelity bond.	Fully Implemented	revised/updated CBA Manual.
AAR CY 2022, Part II, Audit Observation no. 8, page nos. 55-57	8. Only 11 motor vehicles were covered by comprehensive insurance with the General Insurance Fund (GIF) of the Government Service Insurance System (GSIS) as required under Section 5 of Republic Act (RA) No. 656, exposing the University to the risk	We recommended that the University President direct the OIC - Supply and Property Management to: a. Immediately secure property insurance of its uninsured assets in order to ensure indemnification in case of damage or loss, in compliance with the rules and regulations;	Secured property insurance covering the period from March 23, 2023 up to March 23, 2024	Fully Implemented	

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
	conduct timely review of the said documents and to report deficiencies noted, if any, to Management for corrective measures.	to ensure that all DVs, ORs and JEVs and its supporting documents are submitted to the Auditor within the prescribed period to facilitate timely audit of the accounts and transactions of the URS, pursuant to Section 7.2.1 of the RRSA prescribed under COA Circular No. 2009-006.	before the 10 th day of every month.		
AAR CY 2022, Part II, Audit Observation no. 10, page nos. 59-60	10. The University lacked the required minimum modified facilities and equipment for differently-abled learners specified in the Commission on Higher Education (CHED) Memorandum Order (CMO) No. 23 dated August 11, 2000. These limit the capacity of the URS to accommodate differently-abled learners of the community and did not promote equal	We recommended that the University President direct the Vice President for Academic Affairs, in coordination with UPMEODirector, to include in URS budget the procurement of minimum modified facilities and equipment specified in CMO No. 23 dated August 11, 2000, that will be helpful for the existing differently-abled learners and aspiring students of the University with special needs.	Submitted request for realignment of budget of the Academic Affairs Division for Fiscal Year 2023 from Fund 052 to be assigned to the project proposals for "Senior Citizens and Differently-Abled Persons"	Not Implemented	Proposal is in progress

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
	access to free and quality education.				
AAR CY 2022, Part II, Audit Observation no. 11, page nos. 60-61	11. No Gender and Development (GAD) Agenda was prepared and submitted to Philippine Commission on Women (PCW), contrary to PCW Memorandum Circular (MC) No. 2018-04 dated September 19, 2018, thus precluded the GAD Focal Point System (GFPS) from effectively and efficiently planning additional activities that could address gender issues and concerns through financial inclusion.	We recommended that the University President direct the GFPS to formulate a GAD Agenda for the succeeding years that will serve as basis in identifying programs, activities and projects to be undertaken to achieve the GAD goals and outcome.	Seminar-workshop on GAD Agenda conducted.	Not Implemented	On-going preparation /formulation of GAD Agenda.
AAR CY 2022, Part II, Audit Observation no. 12, page nos. 61-64	12. The University GAD Plan and Budget (GPB) was not updated based on the final agency budget per General Appropriations Act (GAA) of Calendar Year (CY) 2022 and	We recommended that the University President instruct the GFPS to: a. Allocate at least five percent of the total approved annual budget for the implementation of GAD related activities;	An annual GAD Plan and Budget of ₱43,150,000.00 or 5.27% of the total approved annual	Fully Implemented	

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
	utilized ₱16,000,000.00 or 1.99 percent only of the total approved budget, contrary to the pertinent provisions of the Philippine Commission on Women (PCW)/ National Economic and Development Authority (NEDA)/ Department of Budget and Management (DBM) Joint Circular No. 2012-01. Hence, denied the attainment of the objectives for which the funds were provided.	and b. Exert efforts to maximize utilization or attribution of the GAD funds through integration of gender perspective in the University programs, activities and projects to achieve the desired outcomes for GAD using gender analysis tool introduced by appropriate authority, in compliance with the pertinent provisions of the PCW-NEDA-DBM Joint Circular.	budget of the University was allocated for CY 2023. University GAD Coordinators are exerting efforts to maximize the utilization and attribution of GAD Funds.	Not Implemented	University personnel needs more GAD capacity building related trainings and seminars to appreciate GAD fundamentals and concepts to assist the GAD Center for the objective of maximize utilization of budgeted GAD funds. <i>Reiterated with modification under Observation No. 11, Page Nos. 72 to 73</i> <i>For preparation of request to the RD for the approval of Recommendation Tracking Sheet (RTS) for recommendations considered closed for having been reiterated with</i>

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
					<i>modifications</i>
AAR CY 2022, Part II, Audit Observation no. 13, page nos. 67-69	13. The GSIS premiums deduction amounting to ₱187,274.67 remained unremitted due to the discrepancies in employees' data between the University and GSIS, contrary to Section 6(b) of RA No. 8291 and Item 1.d, Section B of GSIS MC No. 027, Series of 2021, hence, may affect the concerned employees' claim for benefits from GSIS and incurrence of penalty for late remittance by the University.	We recommended that the University President require the: a. University Accountant to strictly review and monitor transactions in the current year and ensure timely remittance of all deductions from personnel to prevent accumulation of unremitted amounts; and b. Agency Authorize Officer (AAO) to ensure timely update of changes in the employees' information to GSIS so that the amounts deducted will be duly accepted/billed by the system.	GSIS premium remittances were strictly reviewed and monitored every month. Changes in the employee's information to GSIS were strictly monitored and updated.	Fully Implemented Fully Implemented	
AAR CY 2021, Part II, Audit Observation no. 1, page nos. 27-29	14. The reliability of the reported year-end balance of Inventories amounting to ₱8,376,045.83 could not be readily and fully established due to (a)	We reiterated our previous years' recommendation that the University President: a. Direct the Inventory Committee to conduct	The University Inventory	Fully Implemented	

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
	incomplete Report on the Physical Count of Inventories (RPCI) amounting to ₱6,424,538.59; (b) incomplete maintenance of Stock Cards (SC) by the Supply and Property Management Office (SPMO) and (c) non-maintenance of Supplies Ledger Card (SLC) by the Accounting Office contrary to Sections 9 and 17, Chapter 8 of the GAM for NGAs, Volume I, thus affected the fairness of presentation in the financial statements.	physical count on all items of inventory owned by the University, prepare the RPCI and submit the same to the Auditor not later than July 31st and January 31st of each year for the first and second semesters, respectively, pursuant to the provisions of Section 17, Chapter 8, Volume I of the GAM for NGAs; and b. require the Supply and Property Management Office (SPMO) and Accounting Office to maintain complete and updated SCs and SLCs, respectively, of all items of inventory accounts; and investigate and reconcile any variances noted between the actual physical count and records in Stock Cards and SLCs.	Committee conducted physical count of items of inventory and submitted to the Audit Team for review and validation semi-annually. SCs and SLCs are now maintained by SPMO and Accounting Office, respectively, in electronic copy (excel format)	Fully Implemented	
AAR CY 2021, Part II,	15. The University did not impose rentals	We recommended that the University President instruct			

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
Audit Observation no. 6, page nos. 35-37	on its leased housing units due to the absence of executed lease contract that will oblige the lessee to pay their rent, contrary to URS Policy on Faculty and Staff Housing, thus depriving the University of the funds needed to perform its mandate.	the URS Housing Committee to:		Not Implemented	This is already not doable since the leased housing units are already not in good condition. For preparation of RTS to request for the recommendation to be closed for the approval of the Regional Director.
		a. Execute lease contracts to all existing occupants/lessees and to all future awardees of the housing units in accordance with the University policy; b. Investigate the reason/s for non-execution of the lease contract, despite its clear directives in the policy and make the necessary corrective actions;	A format of lease contract was drafted for future use, while for the present occupants, they were billed on their consumption of electricity and water, considering the present condition of the staff house. Communications were sent to concerned former employees of the University to inquire on the reason/s for non-execution of lease contract, but URS Management did not receive any response. However, present management is committed to implement the guidelines on	Fully Implemented	

Reference	Observation	Recommendations	Management's Action	Status of Implementation	Reason for Non-implementation
		c. Strictly impose the Policy Governing Faculty and Staff Housing provisions at the University	faculty housing.	Not Implemented	This is already not doable since the leased housing units are already not in good condition. For preparation of RTS to request for the recommendation to be closed for the approval of the Regional Director.

PART IV
ANNEXES

University of Rizal System
List of Issued Semi-Expendable Properties
For Calendar Year 2023
(In Philippine Currency)

<u>Fund</u>	<u>Category</u>	<u>JEV No.</u>	<u>Particulars</u>	<u>Amount</u>	<u>Reference</u>
Fund 073	Semi-Expendable Office Equipment	073-23-09-0181B	To recognize reclassification of account code of Property, Plant and Equipment (PPE) for the month of September 2023.	20,000.00	Semi-Expendable Property High Value (SPHV)-2023-07-067
Fund 073	Semi-Expendable Office Equipment	073-23-09-0189	To recognize reclassification of account code of PPE for the month of September 2023.	3,700.00	Semi-Expendable Property Low Value (SPLV)-2023-08-067
Fund 073	Semi-Expendable Communications Equipment	073-23-09-0173B	To recognize reclassification of account code of PPE for the month of September 2023.	22,800.00	SPHV-2023-08-075
Fund 073	Semi-Expendable Technical and Scientific Equipment	073-23-09-0174B	To recognize reclassification of account code of PPE for the month of September 2023.	47,840.00	SPHV-2023-08-073
Fund 073	Semi-Expendable Furniture and Fixtures	073-23-12-0288F	To recognize reclassification of account code of PPE for the month of December 2023.	9,700.00	SPHV-2023-11-166
Fund 062	Semi-Expendable Information and Communications Technology Equipment	062-23-12-0293	Accounts Payable (AP) Set up 2023 - Semi-expendable equipment for use of Corporate and Business Affairs (CBA) Morong - Obligation Request (OBR)# 02-06206441-2023-12-0159	8,090.00	SPLV-2023-12-120
Fund 062	Semi-Expendable Office Equipment	062-23-12-0290	To recognize purchase of Equipment on account as per attached supporting papers Purchase Order No. (PO#) 2023-11-041-062	17,000.00	SPLV-2023-12-123
Fund 062	Semi-Expendable Office Equipment	062-23-12-0293	AP Set up 2023 - Semi-expendable equipment for use of CBA Morong - OBR# 02-06206441-2023-12-0159	700.00	SPLV-2023-12-120
Fund 062	Semi-Expendable Other Equipment	062-23-12-0272	To recognize purchase of equipment on account under PO# 2023-11-037-062	2,450.00	SPLV-2023-12-108

<u>Fund</u>	<u>Category</u>	<u>JEV No.</u>	<u>Particulars</u>	<u>Amount</u>	<u>Reference</u>
Fund 062	Semi-Expendable Other Equipment	062-23-12-0290	To recognize purchase of Equipment on account as per attached supporting papers PO# 2023-11-041-062	24,500.00	SPHV-2023-12-196
Fund 052	Semi-Expendable Office Equipment	052-23-08-0740	Payment of office equipment purchased under PO Nos.: 2023-05-099-052.	495,501.70	SPHV-2023-07-056
Fund 052	Semi-Expendable Office Equipment	052-23-11-1125	Payment of equipment for College of Education - Heavy Duty Binding Machine and Heavy Duty Paper Shredder (PO# 2023-07-240-052)	30,725.00	SPHV-2023-10-108
Fund 052	Semi-Expendable Office Equipment	052-23-12-0035M	Payment of office equipment for Laboratory School and Senior High School (SHS) Office PO# 2023-10-420-052	6,950.00	SPHV-2023-11-163
Fund 052	Semi-Expendable Office Equipment	052-23-12-1605	Supplies and equipment for use of various campuses as per attached PO	1,900.00	SPLV-2023-12-130
Fund 052	Semi-Expendable Medical Equipment	052-23-12-1351	Payment of supplies for URS Morong and Binangonan use	9,300.00	SPLV-2023-11-100
Fund 052	Semi-Expendable Medical Equipment	052-23-12-1615	AP Set up - Supplies and equipment for use of URS Antipolo, Binangonan and Tanay Campuses as per attached PO	13,215.00	Report of Supplies and Materials Issued (RSMI) NO. 2023-12-002
Fund 052	Semi-Expendable Medical Equipment	052-23-12-1615	AP Set up - Supplies and equipment for use of IURS Antipolo, Binangonan and Tanay Campuses as per attached PO	47,600.00	SPHV-2023-12-194
Fund 052	Semi-Expendable Sports Equipment	052-23-08-0803	To set up Accounts Payable for payment of sports equipment and supplies for University of Rizal System use PO# 2023-05-085, 05-119 and 06-202-052.	10,500.00	SPLV-2023-06-046
Fund 052	Semi-Expendable Sports Equipment	052-23-12-1605	AP Set up - Supplies and equipment for use of various campuses as per attached PO	28,970.00	SPLV-2023-12-128
Fund 052	Semi-Expendable Construction Equipment	052-23-12-1609	AP Set up - Supplies and equipment for use of various campuses as per attached PO	7,950.00	SPLV-2023-12-129
Fund 052	Semi-Expendable Construction Equipment	052-23-12-1609	AP Set up - Supplies and equipment for use of various campuses as per attached PO	14,800.00	SPHV-2023-12-200
Fund 052	Semi-Expendable Books	052-23-07-0619	Procurement of books for URS - Lot 4 purchased under PO No. 2023-05-128-052	170,728.00	SPLV-2023-07-054a to j
Fund 052	Semi-Expendable Books	052-23-08-0729	Payment of books for Lot 2 purchased	512,665.00	SPLV-2023-07-055a to j
Fund 052	Semi-Expendable Books	052-23-08-0807	Payment of books for University of Rizal System- Lot 3 (Procurement of Foreign References for Core Subjects) purchased under PO# 2023-05-101-052.	139,520.00	SPLV-2023-07-056a

<u>Fund</u>	<u>Category</u>	<u>JEV No.</u>	<u>Particulars</u>	<u>Amount</u>	<u>Reference</u>
Fund 052	Semi-Expendable Books	052-23-08-0836	Payment of books for University of Rizal System - Lot 1 (procurement of Foreign reference for Professional Subjects) used purchased under PO# 2023-05-100-052	791,176.00	SPHV-2023-08-071a to g SPLV-2023-08-061a to j
Fund 052	Semi-Expendable Furniture and Fixtures	052-23-12-1537Y	Reclassification of Furniture and Fixture which amounts lower than ₱50,000.00 each item	918,000.00	SPLV-2023-11-096 / SPLV-2023-11-097 / SPLV-2023-11-098 / SPHV-2023-11-153 / SPHV-2023-11-154 / SPHV-2023-11-155
Fund 052	Semi-Expendable Furniture and Fixtures	052-23-12-1545	AP Set up - Furniture for use of the Office of Public Affairs as per attached PO	12,000.00	SPHV-2023-11-167
Fund 052	Semi-Expendable Furniture and Fixtures	052-23-12-1551	AP Set up - Furniture and fixtures for use of URS Angono Campus as per attached PO	59,999.50	SPLV-2023-12-118/SPHV-2023-12-190
Fund 052	Semi-Expendable Furniture and Fixtures	052-23-12-1613	AP Set up - Furniture and fixtures for use of Internal Audit Unit Office as per attached PO	13,600.00	SPLV-2023-12-124
Fund 052	Semi-Expendable Furniture and Fixtures	052-23-12-1613	AP Set up - Furniture and fixtures for use of Internal Audit Unit Office as per attached PO	38,700.00	SPHV-2023-12-197
Fund 052	Semi-Expendable Furniture and Fixtures	052-23-12-1350	Payment of furniture for Test and Evaluation Office use	41,700.00	SPHV-2023-11-165 / SPLV-2023-11-105
Fund 052	Semi-Expendable Furniture and Fixtures	052-23-12-1418	Payment of supplies for various offices of the University use	19,800.00	SPHV-2023-12-185
Fund 052	Semi-Expendable Information and Communications Technology Equipment	052-23-03-0002M	Equipment for Senior High School Laboratory use purchased under PO# 2022-10-378a-052.	577,558.80	SPHV-2023-01-004 *(577,558.80 only)
Fund 052	Semi-Expendable Information and Communications Technology Equipment	052-23-12-1315	Payment of equipment and supplies for various offices use	15,795.00	SPHV-2023-11-151
Fund 052	Semi-Expendable Information and Communications Technology Equipment	052-23-12-1315	Payment of equipment and supplies for various offices use	14,100.00	RSMI NO. 2023-11-001
Fund 052	Semi-Expendable Information and Communications Technology Equipment	052-23-12-1320	Payment of equipment for URS Tanay use PO# 2023-05-121-052	80,890.00	SPHV-2023-06-048
Fund 052	Semi-Expendable Information and Communications Technology Equipment	052-23-12-1320	Payment of equipment for URS Tanay use PO# 2023-05-121-052	17,850.00	SPLV-2023-06-050

<u>Fund</u>	<u>Category</u>	<u>JEV No.</u>	<u>Particulars</u>	<u>Amount</u>	<u>Reference</u>
Fund 052	Semi-Expendable Information and Communications Technology Equipment	052-23-12-1326	Payment of procurement of Information and Communications Technology Equipment	2,132,766.25	SPHV-2023-10-110, 129, 128, 127, 126
Fund 052	Semi-Expendable Information and Communications Technology Equipment	052-23-12-1418	Payment of supplies for various offices of the University use	4,800.00	SPLV-2023-12-117
Fund 052	Semi-Expendable Information and Communications Technology Equipment	052-23-12-1424	Payment of equipment for URS Antipolo use	49,800.00	SPHV-2023-11-143
Fund 052	Semi-Expendable Information and Communications Technology Equipment	052-23-12-1431	Payment of equipment and construction materials for URS Tanay and Pililla Campuses	44,200.00	SPLV-2023-12-113
Fund 052	Semi-Expendable Information and Communications Technology Equipment	052-23-12-1546	Supplies and equipment for use of various offices/campus as per attached PO	86,000.00	SPHV-2023-12-182
Fund 052	Semi-Expendable Information and Communications Technology Equipment	052-23-12-1614	Equipment for use of University Library as per attached PO	4,495.00	SPHV-2023-12-193
Fund 052	Semi-Expendable Other Equipment	052-23-08-0786	Purchase of supplies and equipment of URS Tanay Campus	43,800.00	SPHV-2023-07-060
Fund 052	Semi-Expendable Other Equipment	052-23-12-1305	Payment of equipment of URS Cardona use PO# 2023-10-435-052	36,400.00	SPHV-2023-11-162
Fund 052	Semi-Expendable Other Equipment	052-23-12-1307	Payment of equipment for URS Chapel use PO# 2023-10-419-052	15,100.00	SPHV-2023-11-142
Fund 052	Semi-Expendable Other Equipment	052-23-12-1311	Payment of supplies and equipment for URS Antipolo Campus and University Physical Facilities and Development Unit (UPFDU)	590.00	SPLV-2023-11-091
Fund 052	Semi-Expendable Other Equipment	052-23-12-1313	Payment of supplies and equipment for 2023 National Research and Extension Advocacy Conference for Change (NREACH) use	2,375.00	RSMI No. 2023-10-001
Fund 052	Semi-Expendable Other Equipment	052-23-12-1380	Payment of procurement of LED Television for URS Lot 2	587,920.00	SPHV-2023-09-099 / SPHV-2023-09-100 / SPHV-2023-09-101 / SPHV-2023-09-102 / SPHV-2023-10-106
Fund 052	Semi-Expendable Other Equipment	052-23-12-1412	Payment of supplies for URS Float at URS Tanay Hane Festival 2023	2,465.00	SPLV-2023-12-115

<u>Fund</u>	<u>Category</u>	<u>JEV No.</u>	<u>Particulars</u>	<u>Amount</u>	<u>Reference</u>
Fund 052	Semi-Expendable Other Equipment	052-23-12-1544	AP Set up - Supplies and equipment for use of URS Morong Campus as per attached PO	3,350.00	SPLV-2023-12-121
Fund 052	Semi-Expendable Other Equipment	052-23-12-1615	AP Set up - Supplies and equipment for use of IURS Antipolo, Binangonan and Tanay Campuses as per attached PO	3,900.00	SPLV-2023-12-122
Fund 052	Semi-Expendable Other Equipment	052-23-12-0042M	AP Set up - Semi-expendable equipment for use of SHS in URS Morong	34,800.00	SPHV-2023-12-195
Fund 052	Semi-Expendable Other Equipment	052-23-12-0037M	To set up Accounts Payable for payment of equipment for SHS Morong Campus use	39,500.00	SPHV-2023-12-174
Fund 011	Semi-Expendable Furniture and Fixtures	011-23-08-0717	Payment of furniture and fixtures purchased for Pililla Campus	35,500.00	SPHV-2023-07-063
Fund 011	Semi-Expendable Furniture and Fixtures	011-23-08-0723	Semi-expendable furniture of Medical/Dental Clinic of URS Cainta Campus	21,500.00	SPHV-2023-07-061
Fund 011	Semi-Expendable Furniture and Fixtures	011-23-12-1126	Semi-expendable furniture and fixture	114,000.00	SPLV-2023-11-092
Fund 011	Semi-Expendable Furniture and Fixtures	011-23-12-1127	Semi-expendable furniture and fixture	28,000.00	SPLV-2023-11-093
Fund 011	Semi-Expendable Furniture and Fixtures	011-23-12-1138	Semi-expendable furniture and fixture	54,230.40	SPLV-2023-11-104
Fund 011	Semi-Expendable Furniture and Fixtures	011-23-12-1157	Semi-expendable furniture and fixture	208,000.00	SPLV-2023-11-094
Fund 011	Semi-Expendable Furniture and Fixtures	011-23-12-1165	Semi-expendable furniture and fixture	20,800.00	SPLV-2023-12-111
Fund 011	Semi-Expendable Furniture and Fixtures	011-23-12-1171	Semi-expendable furniture and fixture	12,500.00	SPHV-2023-12-179
Fund 011	Semi-Expendable Furniture and Fixtures	011-23-12-1237	Semi-expendable furniture and fixture	10,800.00	SPHV-2023-12-184
Fund 011	Semi-Expendable Furniture and Fixtures	011-23-12-1239	Semi-expendable furniture and fixture	138,780.00	SPHV-2023-12-192
Fund 011	Semi-Expendable Furniture and Fixtures	011-23-12-1295	Semi-expendable furniture and fixture	32,650.00	SPLV-2023-12-119 / SPHV-2023-12-191
Fund 011	Semi-Expendable Furniture and Fixtures	011-23-12-1305	Semi-expendable furniture and fixture	417,582.00	SPHV-2023-12-187
Fund 011	Semi-Expendable Other Equipment	011-23-09-0887	Semi-expendable furniture and fixtures and equipment	12,980.00	SPHV-2023-09-086
Fund 011	Semi-Expendable Other Equipment	011-23-12-1313AP	Semi-expendable furniture and fixtures and equipment	5,715.00	SPLV-2023-12-125
Fund 011	Semi-Expendable Other Equipment	011-23-12-1313AP	Semi-expendable furniture and fixtures and equipment	24,300.00	SPHV-2023-12-198

<u>Fund</u>	<u>Category</u>	<u>JEV No.</u>	<u>Particulars</u>	<u>Amount</u>	<u>Reference</u>
Fund 011	Semi-Expendable Other Equipment	011-23-10-0906	Semi-expendable furniture and fixtures and equipment	8,900.00	SPHV-2023-09-093
Fund 011	Semi-Expendable Other Equipment	011-23-10-0980	Semi-expendable furniture and fixtures and equipment	19,600.00	SPHV-2023-06-051
Fund 011	Semi-Expendable Other Equipment	011-23-10-0982	Semi-expendable furniture and fixtures and equipment	5,400.00	SPLV-2023-06-052
Fund 011	Semi-Expendable Other Equipment	011-23-12-1120	Semi-expendable furniture and fixtures and equipment	4,850.00	SPHV-2023-11-164
Fund 011	Semi-Expendable Other Equipment	011-23-12-1121	Semi-expendable furniture and fixtures and equipment	4,700.00	RSMI NO. 2023-11-001
Fund 011	Semi-Expendable Other Equipment	011-23-12-1135	Semi-expendable furniture and fixtures and equipment	2,000.00	SPLV-2023-11-090
Fund 011	Semi-Expendable Other Equipment	011-23-12-1156	Semi-expendable furniture and fixtures and equipment	537,480.00	SPHV-2023-09-096 / SPHV-2023-09-097 / SPHV-2023-09-098 / SPHV-2023-10-132
Fund 011	Semi-Expendable Other Equipment	011-23-12-1205	Semi-expendable furniture and fixtures and equipment	79,600.00	SPHV-2023-12-180
Fund 011	Semi-Expendable Other Equipment	011-23-12-1301	Semi-expendable furniture and fixtures and equipment	6,400.00	SPHV-2023-12-188
Fund 011	Semi-Expendable Technical and Scientific Equipment	011-23-12-1315AP	Tools used in the production of various food processing products	8,750.00	SPLV-2023-12-126 / SPHV-2023-12-199
Fund 011	Semi-Expendable Technical and Scientific Equipment	011-23-12-1315AP	Tools used in the production of various food processing products	24,700.00	SPLV-2023-12-126 / SPHV-2023-12-199
Fund 011	Semi-Expendable Medical Equipment	011-23-09-0878	Payment for Office supplies and equipment	97,980.00	SPHV-2023-09-080 / SPLV-2023-09-069
Fund 011	Semi-Expendable Medical Equipment	011-23-11-1047	Payment for Office supplies and equipment	47,150.00	SPHV-2023-10-131
Fund 011	Semi-Expendable Communications Equipment	011-23-12-1318AP	Supplies for use of the office of Vice President, Administration and Finance	11700	SPLV-2023-12-127
Fund 011	Semi-Expendable Agricultural and Forestry Equipment	011-23-09-0886	Payment of supplies	46,760.00	SPHV-2023-09-088
Fund 011	Semi-Expendable Information and Communications Technology Equipment	011-23-08-0719	Supplies for URS Cardona and Morong Campuses	16,395.00	SPLV-2023-07-060 / SPHV-2023-07-065

<u>Fund</u>	<u>Category</u>	<u>JEV No.</u>	<u>Particulars</u>	<u>Amount</u>	<u>Reference</u>
Fund 011	Semi-Expendable Information and Communications Technology Equipment	011-23-08-0747	Supplies for Graduate School-URS Morong and Finance Services	3,450.00	SPLV-2023-08-062
Fund 011	Semi-Expendable Information and Communications Technology Equipment	011-23-09-0826	Payment of office supplies	7,000.00	SPLV-2023-07-058
Fund 011	Semi-Expendable Information and Communications Technology Equipment	011-23-09-0876	Payment of supplies and office equipment	49,900.00	SPHV-2023-09-089 / SPHV-2023-07-066 / SPLV-2023-07-059 / SPLV-2023-08-064 / SPLV-2023-08-064
Fund 011	Semi-Expendable Information and Communications Technology Equipment	011-23-10-0970	Payment of supplies and office equipment	248,554.00	RSMI NO. 2023-09-001
Fund 011	Semi-Expendable Information and Communications Technology Equipment	011-23-12-1115	Payment of supplies and office equipment	42,017.50	SPHV-2023-06-049 / SPHV-2023-06-050 / SPLV-2023-06-051
Fund 011	Semi-Expendable Information and Communications Technology Equipment	011-23-12-1137	Payment of supplies and office equipment	312,941.00	SPHV-2023-11-157 / SPHV-2023-11-158 / SPHV-2023-11-159 / SPHV-2023-11-160
Fund 011	Semi-Expendable Information and Communications Technology Equipment	011-23-12-1141	Payment of supplies and office equipment	5,900.00	SPLV-2023-12-110
Fund 011	Semi-Expendable Information and Communications Technology Equipment	011-23-12-1158	Payment of supplies and office equipment	1,784,839.95	SPHV-2023-10-121 / SPHV-2023-10-122 / SPHV-2023-10-123 / SPHV-2023-10-124 / SPHV-2023-10-125
Fund 011	Semi-Expendable Information and Communications Technology Equipment	011-23-12-1318AP	Supplies for use of the office of VPAF as per attached PO	2,355.00	SPLV-2023-12-127
Fund 011	Semi-Expendable Office Equipment	011-23-07-0664	Supplies of URS Pililla Campus and Research Unit	156,800.00	SPHV-2023-07-055
Fund 011	Semi-Expendable Office Equipment	011-23-08-0722	Supplies of Morong, Tanay and Taytay Campuses	49,300.00	SPHV-2023-07-064

<u>Fund</u>	<u>Category</u>	<u>JEV No.</u>	<u>Particulars</u>	<u>Amount</u>	<u>Reference</u>
Fund 011	Semi-Expendable Office Equipment	011-23-09-0818	Payment-Equipment	9,800.00	SPHV-2023-08-074
Fund 011	Semi-Expendable Office Equipment	011-23-09-0822	Payment of supplies	165,200.00	SPLV-2023-08-065
Fund 011	Semi-Expendable Office Equipment	011-23-09-0830	Payment of supplies	9,750.00	SPHV-2023-07-062
Fund 011	Semi-Expendable Office Equipment	011-23-09-0880	Payment for supplies- stock for August-September 2023	47,900.00	SPHV-2023-09-081
Fund 011	Semi-Expendable Office Equipment	011-23-09-0887	Payment for supplies and equipment	47,250.00	SPHV-2023-08-079
Fund 011	Semi-Expendable Office Equipment	011-23-12-1116	Payment for supplies and equipment	97,600.00	SPHV-2023-10-133
Fund 011	Semi-Expendable Office Equipment	011-23-12-1122	Payment for supplies and equipment	94,800.00	SPHV-2023-10-136 / SPHV-2023-10-137
Fund 011	Semi-Expendable Office Equipment	011-23-12-1125	Semi-expendable office equipment	84,000.00	SPHV-2023-10-135 / SPHV-2023-10-134
Fund 011	Semi-Expendable Office Equipment	011-23-12-1205	Semi-expendable office equipment	98,600.00	SPHV-2023-12-172
Fund 011	Semi-Expendable Office Equipment	JEV No. 011-23-12-	Supplies for operationalization of Face to Face Classes of Morong Campus - Continuing Appropriation	31,100.00	SPHV-2023-12-201
Total				12,749,295.10	

University of Rizal System
Analysis of Prepaid Insurance /Insurance Expense Accounts
For Calendar Year 2023
(In Philippine Currency)

Journal Entries Made (Per Books)					Should Be Journal Entries (Per Audit)			Effects Over/(Under)stated					Accumulated Surplus/ (Deficit)
Date	JEV#	Account Title	Debit	Credit	Account Title	Debit	Credit	Prepaid Insurance	Insurance Expense	Repairs and Maintenance- Infrastructure Assets	Accountable Forms Inventory	Accountable Forms Expenses	
<u>(a) To record current year expired portion of prepaid insurance</u>													
01/31/2023	011-23-01-0057D	Accumulated Surplus/(Deficit) Prepaid Insurance	516.50	516.50	Insurance Expense Prepaid Insurance	516.50	516.50		(516.50)				(516.50)
2/28/2023	011-23-02-0141E	Accumulated Surplus/(Deficit) Prepaid Insurance	3,618.11	3,618.11	Insurance Expense Prepaid Insurance	3,618.11	3,618.11		(3,618.11)				(3,618.11)
3/31/2023	011-23-03-0261E	Accumulated Surplus/(Deficit) Prepaid Insurance	1,124.46	1,124.46	Insurance Expense Prepaid Insurance	1,124.46	1,124.46		(1,124.46)				(1,124.46)
4/30/2023	011-23-04-0339C	Accumulated Surplus/(Deficit) Prepaid Insurance	2,172.06	2,172.06	Insurance Expense Prepaid Insurance	2,172.06	2,172.06		(2,172.06)				(2,172.06)
5/31/2023	011-23-05-0466D	Accumulated Surplus/(Deficit) Prepaid Insurance	1,740.89	1,740.89	Insurance Expense Prepaid Insurance	1,740.89	1,740.89		(1,740.89)				(1,740.89)
6/30/2023	011-23-06-0587D	Accumulated Surplus/(Deficit) Prepaid Insurance	9,760.46	9,760.46	Insurance Expense Prepaid Insurance	9,760.46	9,760.46		(9,760.46)				(9,760.46)
7/31/2023	011-23-07-0685E	Accumulated Surplus/(Deficit) Prepaid Insurance	2,486.04	2,486.04	Insurance Expense Prepaid Insurance	2,486.04	2,486.04		(2,486.04)				(2,486.04)
9/30/2023	011-23-09-0898C	Accumulated Surplus/(Deficit) Prepaid Insurance	8,772.10	8,772.10	Insurance Expense Prepaid Insurance	8,772.10	8,772.10		(8,772.10)				(8,772.10)
12/31/2023	011-23-12-1308D	Repairs and Maintenance-Infrastructure Assets* Prepaid Insurance	45,485.42	45,485.42	Insurance Expense Prepaid Insurance	45,485.42	45,485.42		(45,485.42)	45,485.42			
<u>(b) To recognize current year issuance of Accountable Forms as per Report of Accountability for Accountable Forms (RAAF)</u>													
9/30/2023	011-23-09-0898D	Accumulated Surplus/(Deficit) Accountable Forms Expenses Prepaid Insurance	4,944.00 384.00	5,328.00	Accountable Forms Expenses Accountable Forms, Plates, Stickers Inventory	5,328.00	5,328.00	(5,328.00)			5,328.00	(4,944.00)	(4,944.00)
<u>(c) Double take-up of expired portion of insurance of University vehicles already recorded per JEV#011-23-09-0898C dated 09/30/2023</u>													
12/31/2023	011-23-12-1308C	Accumulated Surplus/(Deficit) Prepaid Insurance	8,772.10	8,772.10	None			(8,772.10)					(8,772.10)
		2010 Isuzu Crosswind (SKC-458)	2,841.19										
		2017 Mitsubishi L200	5,930.91										
		Total	8,772.10										

Journal Entries Made (Per Books)				Should Be Journal Entries (Per Audit)				Effects Over/(Under)stated					
Date	JEV#	Account Title	Debit	Credit	Account Title	Debit	Credit	Prepaid Insurance	Insurance Expense	Repairs and Maintenance-Infrastructure Assets	Accountable Forms Inventory	Accountable Forms Expenses	Accumulated Surplus/ (Deficit)
(d) To record expired portion of prepaid insurance of Toyota Innova (SHU 851)													
NONE					Insurance Expense	3,665.08				(3,665.08)			
					Prepaid Insurance		3,665.08	3,665.08					
<u>Amount</u>	<u>Period Covered</u>	<u>Monthly</u>	<u>Expired portion as of 12.31.2023</u>										
586.76	02/01/2023 - 02/01/2024	48.90	537.86										
3,439.94	03/17/2023 - 02/01/2024	312.72	3,127.22										
<u>4,026.70</u>		<u>361.62</u>	<u>3,665.08</u>										
Net Effect								<u>(10,435.02)</u>	<u>(79,341.12)</u>	<u>45,485.42</u>	<u>5,328.00</u>	<u>(4,944.00)</u>	<u>(43,906.72)</u>

* Recorded as a debit to Insurance Expense, but erroneously posted to Repairs and Maintenance-Infrastructure Assets account

RECAPITULATION on EFFECTS:

Account	Effects	
	Overstated	(Under)stated
Prepaid Insurance		(10,435.02)
Accountable Forms, Plates, Stickers Inventory	5,328.00	
Accumulated Surplus/(Deficit)		(43,906.72)
Accountable Forms Expenses		(4,944.00)
Insurance Expense		(79,341.12)
Repairs and Maintenance-Infrastructure Asset	45,485.42	
	<u>50,813.42</u>	<u>(138,626.86)</u>

University of Rizal System (URS)
List of Faculty Members With Paid Honoraria for More Than Six Hours Teaching Overload
Second Semester AY 2022-2023

Name of Faculty		Academic Rank	Approved Overload Appointment		Regular Official Time	Deficiencies	Amount (In Philippine Currency)
			# of Hours	Schedule			
I. URS-Morong Campus							
a. College of Science Faculty:							
1	Bautista, F.	Associate Professor V	9	<u>HS24 1pm-2:30pm MW - (3hrs)</u> <u>HS25 11:30am-1pm TTh - (3hrs)</u> <u>HS25 1pm-2:30pm TTh - (3hrs)</u>	<u>M-F 8am-3pm</u> <u>(6hrs)/day</u>	<u>1. Approved schedule of overload are within the regular official time and one-hour lunch break;</u> 2. More than the allowed six (6) hours teaching overload; 3. No attached justification on the additional three (3) hrs. overload; and 4. Designated Program Head, (Bachelor of Human Services)	21,000.00
2	Capuz, E.	Instructor I	7.5	<u>Prac 4-7pm F - (3hrs)</u> <u>Spec6 1-2:30pm W (1.5hrs)</u> <u>Spec6 2:30-4pm MW (3hrs)</u>	<u>MWF 10:30am-5:30pm</u> <u>(6hrs)/day</u> TTh 8:30am-3:30pm (6hrs)/day	<u>1. Approved schedule of overload are within the regular official time;</u> 2. More than the allowed six (6) hrs. teaching overload; and 3. No attached justification on the additional one and a half (1.5) hrs. overload.	13,034.40
3	Dela Cruz, J. E.	Instructor I	11	<u>GE Elec3 1-2:30pm TTh (3hrs)</u> <u>TEC6 2:30-5pm TTh (5hrs)</u> <u>GE Elec2 2:30-5:30pm F (3hrs)</u>	<u>M-F 7am-2pm</u> <u>(6hrs)/day</u>	<u>1. Approved schedule of overload are within the regular official time;</u> 2. More than the allowed six (6) hrs. teaching overload; and 3. No attached justification on the additional five (5) hrs overload.	4,680.00

Name of Faculty	Academic Rank	Approved Overload Appointment		Regular Official Time	Deficiencies	Amount (In Philippine Currency)
		# of Hours	Schedule			
4 Endozo, M. L.	Assistant Professor II	10	Entrep 3:30-5:30pm M-F (10hrs)	M-F 8:30am-3:30pm (6hrs)/day	1. More than the allowed 6hrs teaching overload; and 2. No attached justification on the additional 4 hrs overload.	17,280.00
5 Estrabo, T.	Associate Professor V	9	<u>Bio8 1-5:30pm MW (9hrs)</u>	<u>M-F 11:30am-6:30pm (6hrs)/day</u>	<u>1. Approved schedule of overload are within the regular official time;</u> 2. More than the allowed six (6) hrs. teaching overload; 3. No attached justification on the additional three (3) hrs. overload; and 4. Designated Program Head (Bachelor of Science in Biology)	13,316.40
6 Francisco. M.	Associate Professor III	10	<u>ITE8 2-4:30pm M-Th (10hrs)</u>	<u>M-F 8:30am-3:30pm (6hrs)/day</u>	<u>1. Approved schedule of overload are within the regular official time;</u> 2. More than the allowed six (6) hrs. teaching overload; 3. No attached justification on the additional four (4) hrs. overload; and 4. Designated Program Head (Bachelor of Science in Computer Science)	6,082.80
7 Garrovillas, Y.	Associate Professor I	10	<u>31'S 1-3pm MW (4hrs)</u> <u>ITE5 3-4pm MW (2hrs)</u> <u>CS4 1-3pm TTh (4hrs)</u>	MW 9:00am-4:00pm (6hrs)/day TTh 7:30am-2:30pm (6hrs)/day F 8:00am-3:00pm (6hrs)	<u>1. Approved schedule of overload are within the regular official time;</u> 2. More than the allowed six (6) hrs. teaching overload; and 3. No attached justification on the additional four (4) hrs. overload.	16,809.60
<u>b. College of Industrial Technology Faculty:</u>						
8 De Lemon, R.	Associate Professor V	10	AT9 2-4:30 MW (5hrs) AT2 2-4:30 TTh (5hrs)	M-F 7:00am-2:00pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; and 2. No attached justification on the additional four (4) hrs. overload	17,400.00
9 Francisco, D.	Instructor II	9	Math14 3-4pm MW (2hrs) Math14 4-5:30pm MW (3hrs) TEC4 3-4pm TTh (2hrs) TEC4 4-5pm TTh (2hrs)	M-F 7:30am-2:30pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; and 2. No attached justification on the additional three (3) hrs. overload	12,530.00

Name of Faculty	Academic Rank	Approved Overload Appointment		Regular Official Time	Deficiencies	Amount (In Philippine Currency)
		# of Hours	Schedule			
10 Magistrado, H.	Assistant Professor III	10	HVACR10 2-4:30pm MW (5hrs) HVACR6 2-4:30pm TTh (5hrs)	MW 7:30am-2:30pm (6hrs)/day TThF 8:00am-3:00pm (6hrs)/day	1. <u>Approved schedule of overload are within the regular official time;</u> 2. More than the allowed six (6) hrs. teaching overload; 3. No attached justification on the additional four (4) hrs. overload; and 4. With designated administrative function	18,000.00
11 Naraja, R.	Associate Professor V	8.5	EST2 3:30-5:30pm MW (4hrs) TEC7 3:30-5pm TTh (3hrs) SIT2 3:30-5pm F (1.5hrs)	MW 7:30am-2:30pm (6hrs)/day TThF 8:30am-3:30pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; and 2. No attached justification on the additional two and a half (2.5) hrs. overload	13,405.00
12 Prado, E.	Instructor I	12	ET10 2-5pm MW (6hrs) Math14 2-3:30pm TTh (3hrs) Res2 3:30-5pm TTh (3hrs)	M-F 7:00am-2:00pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; and 2. No attached justification on the additional six (6) hrs. overload	20,160.00
13 San Juan, V.	Instructor I	8	AT6 2-4:30pm MW (5hrs) AT10 3-4:30pm TTh (3hrs)	MW 7:00am-2:00pm (6hrs)/day TTh 8:00am-3:00pm (6hrs)/day F 9:00am-4:00pm (6hr)	1. More than the allowed six (6) hrs. teaching overload; and 2. No attached justification on the additional two (2) hrs. overload	14,100.00
14 Vitor, H.	Associate Professor II	7	DT5 2-4pm TTh (4hrs) DT5 2-3:30pm MW (3hrs)	M-F 7:00am-2:00pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; and 2. No attached justification on the additional one (1) hr. overload	12,660.00
<u>c. College of Engineering Faculty:</u>						
15 Bautista, M.	Associate Professor V	12	Math4E 2:30-4pm MW (3hrs) Math4E 2:30-4pm TTh (3hrs) Math4E 4-5:30pm TTh (3hrs) EE17 2:30-5:30 F (3hrs)	M-F 7:30am-2:30pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; 2. No attached justification on the additional six (6) hrs. overload; and 3. Designated Campus Intellectual Property Office Coordinator	25,380.00

Name of Faculty	Academic Rank	Approved Overload Appointment		Regular Official Time	Deficiencies	Amount (In Philippine Currency)
		# of Hours	Schedule			
16 Cabandong, G.	Associate Professor IV	14	CHEM2 2-4pm MW (4hrs) CHEM2 4-6pm MW (4hrs) PHYS1E 2-5pm TTh (6hrs)	M-F 7:00am-2:00pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; and 2. No attached justification on the additional eight (8) hrs. overload.	28,137.60
17 Cabubas, J. F.	Temporary Instructor I	12	ME2 5:30-7pm MW (3hrs) <u>ME5 4-7pm F (3hrs)</u> ME5 4-5:30pm TTh (3hrs) ME5 5:30-7pm TTh (3hrs)	MWF <u>10:00am-5:00pm</u> <u>(6hrs)/day</u> TTh 9:00am-4:00pm (6hrs)/day	<u>1. Approved schedule of overload are within the regular official time;</u> 2. More than the allowed six (6) hrs. teaching overload; and 3. No attached justification on the additional six (6) hrs. overload.	18,800.00
18 Carigma, L.	Associate Professor IV	9	CpE EL1 2:30-5pm MW (5hrs) CpE 6 2:30-4:30pm TTh (4hrs)	M-F 7:30am-2:30pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; 2. No attached justification on the additional three (3) hrs. overload; and 3. Designated Program Head (Bachelor of Science in Computer Engineering)	18,306.00
19 Francisco, N. D.	Instructor I	10	EE18 4-6:30pm MW (5hrs) EE18 4-6:30pm TTh (5hrs)	M-Th 9:00am-4:00pm (6hrs)/day F 8:00am-3:00pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; 2. No attached justification on the additional four (4) hrs. overload; and 3. With designated administrative function	15,374.00
20 Garrovillas, E. Y.	Instructor I	8	CE11 2-3pm W (1hr) CE2 1-3:30pm TTh (3hrs) CE11 3:30-5:30pm TTh (4hrs)	M-F 7:00am-2:00pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; and 2. No attached justification on the additional two (2) hrs. overload.	11,700.00
21 Herrera, J. N.	Instructor I	8	Math3E 3:30-5pm MW (3hrs) Math3E 2-3:30pm TTh (3hrs) EE9 2-4pm F (2hrs)	MW 8:30am-3:30pm (6hrs)/day TThF 7:00am-2:00pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; and 2. No attached justification on the additional two (2) hrs. overload.	14,050.00

Name of Faculty	Academic Rank	Approved Overload Appointment		Regular Official Time	Deficiencies	Amount (In Philippine Currency)
		# of Hours	Schedule			
22 Landerito, J.	Instructor I	9	ECE3 4-7pm MW (6hrs) ECE3 5:30-7pm TTh (3hrs)	M-F 9:00am-4:00pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; 2. No attached justification on the additional three (3) hrs. overload; and 3. Designated Program Head (Bachelor of Science in Electronics Engineering)	6,425.00
23 Mendoza, J.	Instructor I	12	ECE20 4-5:30pm MW (3hrs) <u>ECE1 1-4pm TTh (6hrs)</u> ECE20 4-5:30pm TTh (3hrs)	<u>M-F 8:00am-3:00pm</u> <u>(6hrs)/day</u>	<u>1. Approved schedule of overload are within the regular official time;</u> 2. More than the allowed six (6) hrs. teaching overload; and 3. No attached justification on the additional six (6) hrs overload.	21,435.00
24 Pascua, M.	Instructor II	10	EE16 2-4:30pm TTh (5hrs) EE16 2-4:30pm MW (5hrs)	M-F 7:00am-2:00pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; 2. No attached justification on the additional four (4) hrs. overload; and 3. Designated Program Head (Bachelor of Science in Electrical Engineering)	21,600.00
25 Rubio, J.	Associate Professor IV	12	PHY2(Lec) 3-5:30pm MW (5hrs) PHY2(Lec) 3-5:30pm TTh (5hrs) PHY2(Lab) 3-5pm F (2hrs)	M-F 8:00am-3:00pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; and 2. No attached justification on the additional six (6) hrs. overload	24,500.40
26 San Andres, P. J.	Temporary Instructor I	10	CPE15 3-5pm MW (4hrs) CPE15 3-6pm TTh (6hrs)	M-Th 8:00am-3:00pm (6hrs)/day F 11:00am-6:00pm (6hrs)	1. More than the allowed six (6) hrs. teaching overload; and 2. No attached justification on the additional four (4) hrs. overload	14,805.00
27 San Jose, V. C.	Instructor II	7	PC 5 2:30-4pm TTh (3hrs) CE Proj2 4-6pm TTh (4hrs)	M-F 7:00am-2:00pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; and 2. No attached justification on the additional one (1) hr. overload	15,024.00

Name of Faculty	Academic Rank	Approved Overload Appointment		Regular Official Time	Deficiencies	Amount (In Philippine Currency)
		# of Hours	Schedule			
28 Tejada, J.	Temporary Instructor I	11	EE EL2 4-5:30pm TTh (3hrs) EE7 2:30-4pm TTh (3hrs) EE7 3-4pm MW (2hrs) EE7 4-5:30pm MW (3hrs) EE6 2:30-5:30pm F (3hrs)	M-F 7:30am-2:30pm (6hrs)/day	1. More than the allowed six (6) hrs. teaching overload; 2. No attached justification on the additional five (5) hrs. overload; and 3. Designated Campus Linkages Coordinator	22,556.00
29 Trinidad, L. S.	Assistant Professor I	9	CE15 2-3pm MW (2hrs) <u>CE8 2:30-3:30pm TTh (2hrs)</u> CE8 3:30-6pm TTh (5hrs)	MW 7:00am-2:00pm (6hrs)/day <u>TTh 8:30am-3:30pm</u> <u>(6hrs)/day</u> F 8:00am-5:00pm (6hrs)	<u>1. Approved schedule of overload are within regular official time;</u> 2. More than the allowed six (6) hrs. teaching overload; and 3. No attached justification on the additional three (3) hrs. overload.	18,882.00
Total						<u>477,433.20</u>

University of Rizal System
List of Unsubmitted Documents
Procurement of Information and Communications Technology Equipment & Supplies - Lots 1 to 3
For Calendar Year 2023

Applicable Provisions of Republic Act (RA) No. 9184 and its Revised Implementing Rules and Regulations (RIRR)/Government Procurement Policy Board (GPPB) issuances	Pertinent Provision/s	Unsubmitted Documents
Section 7. Procurement Planning and Budgeting Linkage, RIRR of RA No. 9184 (Updated as of 03 July 2023)	7.2 No procurement shall be undertaken unless it is in accordance with the Approved Annual Procurement Plan (APP), including approved changes thereto. The APP must be consistent with the duly approved yearly budget of the Procuring Entity and shall bear the approval of the Head of the Procuring Entity (HoPE) or second-ranking official designated by the HoPE to act on his behalf.(a)	Approved Annual Procurement Plan (APP)
GPPB Circular No. 02-2020 dated 20 May 2020 (Effective on 27 May 2020).	3.1 All Procuring Entities (PEs) shall post their respective APPs and Procurement Monitoring Reports (PMRs), duly approved by the HoPE, in the designated section of their agency website or in the absence thereof, at any conspicuous place reserved for this purpose within the premises of the PE. In either case, the Head of the Bids and Awards Committee (BAC) Secretariat shall submit a certification to the GPPB stating that the PE has complied with the posting requirement using the form provided xxx.	Proof of posting of APP in the website of the procuring entity, if available; or at a conspicuous place in the premises of the procuring entity
Section 20. Pre-procurement conference, RIRR of RA No. 9184 (Udapted as of 03 July 2023)	20.1 Prior to the advertisement or the issuance of the Invitation to Bid/Request for Expression of Interest for each procurement undertaken through a competitive bidding, the BAC, through its Secretariat, shall call for a pre-procurement conference. The pre-procurement conference shall be attended by the BAC, the Secretariat, the unit or officials, including consultants hired by the Procuring Entity, who prepared the Bidding Documents and the draft Invitation to Bid/Request for Expression of Interest for each procurement.	Minutes of Pre-procurement Conference
Section 21.2 Advertising and Posting of the Invitation to Bid/Request for Expression of Interest, RIRR of RA No. 9184 (Updated as of 03 July 2023)	21.2.1 Except as otherwise provided in Section 54.2 of this IRR and for the procurement of common-use goods and supplies, the Invitation to Bid/Request for Expression of Interest shall be: a) Posted at any conspicuous place reserved for this purpose in the premises of the Procuring Entity concerned for seven (7) calendar days as certified by the head of the BAC Secretariat of the Procuring Entity concerned; and b) Posted continuously in the Philippine Government Electronic Procurement System (PhilGEPS) website, the website of the Procuring Entity concerned, if available, and the website prescribed by the foreign government/foreign or international financing institution, if applicable,	Certification from the Head of BAC Secretariat on the posting of advertisement and bidding documents at a conspicuous place reserved for said purpose in the premises of the procuring entity at conspicuous places in the premises of the procuring entity for seven (7) CDs
Section 17. Form and Contents of Bidding Documents, RIRR of RA No. 9184 (Updated as of 03 July 2023)	17.4 The Procuring Entity shall post the complete Bidding Documents at its website and the PhilGEPS website from the time the Invitation to Bid/Request for Expression of Interest is advertised. Bidding Documents may be downloaded from any of the said websites: Provided, That upon submission of their bids, the bidders shall pay the applicable fee, if required. The Bidding Documents may also be secured from the BAC Secretariat upon payment of the corresponding fee, if required.	Proof of posting of downloadable complete bidding documents in the websites of the PhilGEPS and procuring entity, if any; and at a conspicuous place reserved for said purpose in the premises of the procuring entity from the time the Invitation to Bid is advertised

Applicable Provisions of Republic Act (RA) No. 9184 and its Revised Implementing Rules and Regulations (RIRR)/Government Procurement Policy Board (GPPB) issuances	Pertinent Provision/s	Unsubmitted Documents
Section 22. Pre-bid Conference, RIRR of RA No. 9184 (Updated as of 03 July 2023)	22.5.1 Requests for clarification(s) on any part of the Bidding Documents or for an interpretation must be in writing and submitted to the BAC of the Procuring Entity concerned at least ten (10) calendar days before the deadline set for the submission and receipt of bids. The BAC shall respond to the said request by issuing a Supplemental/Bid Bulletin, duly signed by the BAC Chairperson, to be made available to all those who have properly secured the Bidding Documents, at least seven (7) calendar days before the deadline for the submission and receipt of bids.	Supplemental Bid Bulletins, if any, issued at least seven (7) CDs before the deadline for submission and receipt of bids
	22.5.3 Any Supplemental/Bid Bulletin issued by the BAC shall also be posted in the PhilGEPS, the website of the Procuring Entity concerned, if available, and at any conspicuous place within the premises of the Procuring Entity.	Proof of posting of bid bulletins in the websites of the PhilGEPS and procuring entity, if any; and at a conspicuous place reserved for said purpose in the premises of the procuring entity
Section 13. Observers, RIRR of RA No. 9184 (Updated as of 03 July 2023)	13.3 Observers shall be invited at least five (5) calendar days before the date of the procurement stage/activity. The absence of observers will not nullify the BAC proceedings: Provided, That they have been duly invited in writing. The Procuring Entities should ensure that the invitation is received at least five (5) calendar days before each procurement activity. In the event that a procurement activity has to be postponed, the observers shall be notified immediately of the change in schedule.	Evidence of Invitation of observers during the eligibility checking, shortlisting, pre-bid conference, preliminary examination of bids, bid evaluation, and post-qualification, received at least five (5) CDs before the date of each procurement activity
Section 25. Submission and Receipt of Bids, RIRR of RA No. 9184 (Updated as of 03 July 2023)	25.7 To ensure transparency and accurate representation of the bid submission, the BAC Secretariat shall notify in writing all bidders whose bids it has received through its PhilGEPS-registered physical address or official e-mail address. The notice shall be issued within seven (7) calendar days from the date of the bid opening.	Notice of Receipt of Bids
Section 32. Bid Evaluation for the Procurement of Goods and Infrastructure Projects, RIRR of RA No. 9184 (Updated as of 03 July 2023)	32.2.1 The BAC shall immediately conduct a detailed evaluation of all bids using non-discretionary criteria in considering the following: a) Completeness of the bid B) Arithmetical corrections	Bid Evaluation Report
Section 37. Notice and Execution of Award, RIRR of RA No. 9184 (Updated as of 03 July 2023)	37.1.6 The BAC, through the Secretariat, shall post, within three (3) calendar days from its issuance, the Notice of Award (NOA) in the PhilGEPS, the website of the Procuring Entity, if any, and any conspicuous place in the premises of the Procuring Entity.	Printout copy of posting of NOA in the PhilGEPS
		Printout copy of posting of NOA in the website of the procuring entity, if any Certification from the Head of BAC Secretariat on the posting of NOA at a conspicuous place reserved for said purpose in the premises of the procuring entity
Section 37. Notice and Execution of Award, RIRR of RA No. 9184 (Updated as of 03 July 2023)	37.4.2 The Procuring Entity, through the BAC Secretariat, shall post a copy of the Notice to Proceed (NTP) and the approved contract in the PhilGEPS and the website of the Procuring Entity, if any, within fifteen (15) calendar days from the issuance of the Notice to Proceed.	Printout copy of posting of NTP and the approved contract in the PhilGEPS (within 15 CDs from the issuance of the NTP)
		Printout copy of posting of NTP and the approved contract in the website of the procuring entity, if any

University of Rizal System
List of GAD Activities and corresponding Actual Expenditures
For Calendar Year 2023
(In Philippine Currency)

GAD Activity	Approved Budget	Expenditures	% of Utilization	Unutilized Balance
1) Seminar-workshop or Webshop on GAD Mainstreaming, Planning and Budgeting	500,000.00	290,000.00	58.00%	210,000.00
2) Orientation on GAD basic concepts, women empowerment, women's human rights, gender equality, etc.	500,000.00	210,000.00	42.00%	290,000.00
3) Seminar-Workshop or Webshop and In-House review on gender sensitive research studies	600,000.00	340,000.00	56.67%	260,000.00
4) Seminar-Workshop or Webshop on the basic GAD Concepts, gender issues and concerns, women's human rights, mandates, related laws, protection on Gender based violence and offense, etc.	1,000,000.00	270,000.00	27.00%	730,000.00
5) Seminar-Workshop or Webshop on gender analysis and tools such as Gender Mainstreaming Evaluation Framework (GMEF), Harmonized Gender and Development Guidelines and Gender Responsive Local Government (GeRL), etc.	700,000.00	350,000.00	50.00%	350,000.00
6) Propose, issue, and implement GAD related policies.	700,000.00	510,000.00	72.86%	190,000.00
7) Collection of sex disaggregated data of key officials, faculty, staff members, and students	1,000,000.00	360,000.00	36.00%	640,000.00
8) Seminar-Workshop or webshop on GAD fundamental or basic concepts, GAD mainstreaming, planning and budgeting, with gender analysis and tools, GAD agenda and other related topics	2,000,000.00	1,400,000.00	70.00%	600,000.00
9) Seminar-workshop, training or seminar-workshop, training or writeshop on gender sensitive research studies and gender responsive extension services with In-House Review	1,000,000.00	420,000.00	42.00%	580,000.00
10) Provision of Lactation facilities, gender neutral comfort rooms and toddler's room in selected campuses and completion of GAD Center in URS Main Campus	2,000,000.00	1,800,000.00	90.00%	200,000.00
11) Training of Trainers on GAD with google applications and online tools	200,000.00	930,000.00	465.00%	(730,000.00)

GAD Activity	Approved Budget	Expenditures	% of Utilization	Unutilized Balance
12) Development, production and distribution of GAD related Information, Education and Communication (IEC) materials	2,000,000.00	780,000.00	39.00%	1,220,000.00
13) Request and hire for additional staff to be assigned at the GAD center to assist with office works, information system, capability and capacity building activities on GAD, submitting reports and making presentations, record keeping, program implementation, monitoring and evaluation including other related tasks.	950,000.00	-	0.00%	950,000.00
14) Provision of office/Information Technology (IT) equipment, appliances, fixtures, publications, references and IEC materials	2,000,000.00	430,000.00	21.50%	1,570,000.00
15) GAD Advocacy programs and activities conducted such as International Women's Day, National Women's Month celebration, 18-day campaign and other GAD related seminar-workshops and trainings	3,000,000.00	3,700,000.00	100.00%	-
16) Construction of Health and Wellness Program at URS Morong Campus	25,000,000.00	12,000,000.00	48.00%	13,000,000.00
Total	43,150,000.00	23,790,000.00	55.13%	20,060,000.00

University of Rizal System
List of Officials and Employees with Loan Arrearages with GSIS
As of December 31, 2023
(In Philippine Currency)

	BP Number	Name	Loan Type	Date Granted	Amount Granted
1	2001242570	Alarte, M. V. H	Consolidated Loan	August 11, 2014	214,360.00
2	2005273755	Alviar, A. S.	Consolidated Loan	March 11, 2020	33,204.00
3	2001241778	Andrada, R. C.	Emergency Loan	August 22, 2012	20,000.00
4	2001242707	Angeles, M. M. R.	Emergency Loan	December 11, 2011	20,000.00
	2001242707	Angeles, M. M. R.	Multipurpose Loan	December 7, 2020	665,420.00
5	2001242830	Angeles, R. A	Consolidated Loan	September 19, 2018	40,000.00
6	2005141267	Babon, J. D. M.	Emergency Loan	May 15, 2020	20,000.00
7	2001379198	Basas, J. T.	Emergency Loan	August 16, 2012	20,000.00
8	2001242834	Baskial, R. M.	Emergency Loan	August 11, 2014	20,000.00
9	2001379575	Bautista, M. A.	Emergency Loan	August 24, 2012	20,000.00
	2001379575	Bautista, M. A.	Emergency Loan	August 1, 2014	20,000.00
10	2004866558	Belano, J. A.	Multipurpose Loan	May 21, 2021	84,238.00
11	2000937044	Benavidez, K. D.	Consolidated Loan	March 18, 2014	81,000.00
12	2004281861	Benavidez, W. D.	Multipurpose Loan	March 15, 2021	54,774.23
13	2005399511	Bendaña, P. R. M.	Multipurpose Loan	July 26, 2021	48,136.00
14	2005165154	Bitong, R. J. M.	Consolidated Loan	October 3, 2019	33,204.00
15	2001383444	Blanquisco, H. R.	Emergency Loan	July 23, 2014	20,000.00
16	2001241135	Bolia, C. M.	Members Cash Advance	July 1, 2005	92,607.44
17	2001242884	Brasos, R. G.	Emergency Loan	August 11, 2014	20,000.00
18	2005271980	Cabugawan, D. P.	Consolidated Loan	June 6, 2019	31,000.00
19	2001381661	Campo, A. B.	Emergency Loan	July 24, 2014	20,000.00
	2001381661	Campo, A. B.	Emergency Loan	May 26, 2020	20,000.00
20	2004160993	Camtan, B. M.	Emergency Loan	July 23, 2014	20,000.00
21	2001241058	Catameo, A. V.	Emergency Loan	October 16, 2018	20,000.00
22	2001379362	Catolos, L. C.	Emergency Loan	August 1, 2014	20,000.00
23	2001241583	Cenal, N. A.	Emergency Loan	July 23, 2014	20,000.00
24	2001069085	Cerapion, M. T. F.	Emergency Loan	May 29, 2020	20,000.00
25	2001240805	Cerda, C. B.	Emergency Loan	July 31, 2014	20,000.00
26	2001241023	Clemente, A. Q.	Emergency Loan	July 23, 2014	20,000.00
27	2001241651	Cordial, R. R.	Emergency Loan	July 23, 2014	20,000.00
28	2004845030	Cornejo, L. F.	Emergency Loan	April 21, 2020	20,000.00
29	2001376510	Cruz, J. S. G.	Members Cash Advance	February 8, 2005	694.45
30	2004281955	Cruz, M. A. T.	Emergency Loan	May 8, 2020	20,000.00
31	2001380269	Cruz, R. A.	Emergency Loan	May 21, 2020	20,000.00
32	2001241505	Cuadra, M. C.	Emergency Loan	May 20, 2020	33,893.43
33	2001380055	De Lemon, R. F.	Members Cash Advance	February 14, 2005	833.34
34	2001242297	De Leon, G. P.	Emergency Loan	July 23, 2014	20,000.00
	2001242297	De Leon, G. P.	Emergency Loan	May 18, 2020	33,893.43
35	2001377149	Dela Cruz, A. C.	Emergency Loan	May 18, 2020	20,000.00
36	2001377837	Dela Cruz, D. F.	Members Cash Advance	March 15, 2005	972.23
37	2004486061	Dela Cruz, J. E. S. J.	Consolidated Loan	February 20, 2017	28,434.00
38	2004095198	Delas Armas, N. A.	Emergency Loan	August 11, 2014	20,000.00
39	2001378764	Elago, J. R.	Emergency Loan	May 8, 2020	20,000.00

	BP Number	Name	Loan Type	Date Granted	Amount Granted
40	2002479697	Elvena, J. D.	Consolidated Loan	October 22, 2019	160,566.00
41	2003990448	Emnacino, A. D. V.	Emergency Loan	July 24, 2014	20,000.00
42	2004283579	Estrada, C. C.	Emergency Loan	April 21, 2020	20,000.00
43	2004486602	Estrella, P. L.	Consolidated Loan	July 27, 2020	77,476.00
44	2001242183	Faulve, E. L.	Ecard Cash Advance	September 27, 2010	10,000.00
45	2001383144	Fernando, F. M.	Consolidated Loan	October 21, 2011	226,880.00
	2001383144	Fernando, F. M.	Consolidated Loan	February 27, 2013	251,610.00
	2001383144	Fernando, F. M.	Emergency Loan	July 23, 2014	20,000.00
	2001383144	Fernando, F. M.	Emergency Loan	May 26, 2020	20,000.00
46	2005232652	Florendo, R. J. W.	Emergency Loan	May 22, 2020	20,000.00
47	2001242459	Flores, L. C.	Educational Assitance Loan I	December 26, 2012	4,000.00
48	2001242459	Flores, L. C.	Emergency Loan	July 23, 2014	20,000.00
49	200137809	Francisco M. N.	Emergency Loan	May 8, 2020	20,000.00
50	2004058163	Francisco, B. R.	Emergency Loan	August 27, 2013	20,000.00
51	2001378892	Francisco, J. G.	Emergency Loan	July 23, 2014	20,000.00
52	2001384313	Francisco, L. R.	Emergency Loan	July 24, 2014	20,000.00
53	2005273794	Francisco, R. F.	Emergency Loan	May 15, 2020	20,000.00
54	2001242416	Fulgado, J. S. T.	Emergency Loan	August 30, 2013	20,000.00
55	2004048136	Garrovillas, Y. S.	Emergency Loan	April 28, 2020	20,000.00
56	2001242911	Gracia, R. A.	Emergency Loan	October 16, 2018	20,000.00
57	2001378848	Guillermo, J. V. G.	Summer One time Salary Loan	March 26, 2004	1,679.76
58	2001241110	Guiyab, A. T.	Emergency Loan	August 1, 2014	20,000.00
59	2001385017	Hererra, M. L. T.	Members Cash Advance	November 7, 2005	1,944.46
60	2001388433	Herrera, E. M.	Emergency Loan	August 16, 2012	20,000.00
61	2001377591	Ingco, B. G.	Consolidated Loan	May 25, 2007	167,860.56
	2001377591	Ingco, B. G.	Ecard Cash Advance	April 27, 2007	9,557.24
62	2004160992	Inguito, N. F.	Consolidated Loan	January 28, 2014	31,203.00
63	2001240934	Kuhutan, M. R.	Emergency Loan	July 24, 2014	20,000.00
64	2005201482	Lapuz, E. C.	Emergency Loan	April 30, 2020	20,000.00
65	2001241232	Llarenas, E. M.	Emergency Loan	October 8, 2018	20,000.00
66	2004075682	Llorera, J. B.	Emergency Loan	May 20, 2020	33,893.43
67	2003990490	Lozano, J. B.	Emergency Loan	July 31, 2014	20,000.00
68	2001242917	Macaraig, S. A.	Emergency Loan	July 25, 2014	20,000.00
69	2001386613	Magat, R. B.	Ecard Cash Advance	September 26, 2010	10,000.00
	2001386613	Magat, R. B.	Emergency Loan	August 16, 2012	20,000.00
	2001386613	Magat, R. B.	Emergency Loan	August 4, 2014	20,000.00
70	2001378643	Magistrado, H. R.	Consolidated Loan	November 4, 2011	128,331.00
	2001378643	Magistrado, H. R.	Emergency Loan	July 25, 2014	20,000.00
71	2001242220	Manal, E. C. R.	Consolidated Loan	May 8, 2014	60,000.00
72	2004160995	Mangona, M. T. M.	Emergency Loan	May 13, 2020	20,000.00
73	2001241132	Marquez, C. V.	Emergency Loan	July 24, 2014	20,000.00
74	2004486064	Martin, M. E. B.	Consolidated Loan	January 31, 2019	42,040.00
75	2004845052	Martin, R. P.	Consolidated Loan	August 13, 2019	44,272.00
76	2001383653	Millare, J. S.	Consolidated Loan	March 1, 2019	50,000.00
	2001383653	Millare, J. S.	Emergency Loan	May 21, 2020	20,000.00
77	2001241704	Nabua, R. H.	Emergency Loan	July 23, 2014	20,000.00
78	2001380162	Naraja, R. V.	Emergency Loan	July 14, 2014	20,000.00
79	2001242069	Navalta, C. T.	Emergency Loan	August 1, 2014	20,000.00
80	2001241216	Navalta, E S.	Emergency Loan	August 1, 2014	20,000.00
81	2001242798	Ognilla, P. T.	Emergency Loan	July 24, 2014	20,000.00
82	2001240995	Olivas, S. C.	Emergency Loan	July 25, 2014	20,000.00
83	2001241133	Palicpic, C. M.	Consolidated Loan	October 1, 2018	25,000.00

	BP Number	Name	Loan Type	Date Granted	Amount Granted
84	20010993518	Pangan, R. B.	Members Cash Advance	May 25, 2006	2,916.69
85	2001241747	Pati, R. C.	Ecard Cash Advance	June 19, 2007	10,046.28
86	2001242658	Paz, M. J. M.	Consolidated Loan	November 17, 2011	128,331.00
	2001242658	Paz, M. J. M.	Emergency Loan	August 17, 2012	20,000.00
87	2001241164	Perez, C. O.	Ecard Cash Advance	June 25, 2007	10,046.28
88	2005277283	Pilapil, C. R.	Consolidated Loan	June 24, 2020	37,398.00
89	2001241083	Plantilla, A. M.	Members Cash Advance	November 25, 2004	5,855.55
90	2004075651	Quitasol, M. A. V.	Emergency Loan	September 5, 2012	20,000.00
91	2003994324	Raymundo, D. G.	Emergency Loan	April 28, 2020	20,000.00
92	2001241979	Regalado, B. O.	Emergency Loan	July 25, 2014	20,000.00
93	2001242651	Regalario, M. F.	Emergency Loan	August 23, 2012	20,000.00
94	2001242919	Regua, S. L.	Emergency Loan	July 23, 2014	20,000.00
95	2001242619	Reyes, M. L.	Emergency Loan	July 24, 2014	20,000.00
96	2001385354	Reyes, M. C.	Emergency Loan	July 24, 2014	20,000.00
	2001385354	Reyes, M. C.	Emergency Loan	October 3, 2014	40,000.00
97	2004486617	Reyes, N. S. G.	Consolidated Loan	November 14, 2019	145,278.00
98	2001379510	San Luis, M. V.	Consolidated Loan	July 14, 2012	137,606.00
	2001379510	San Luis, M. V.	Emergency Loan	August 22, 2012	20,000.00
99	2001378236	Santos, F. A.	Consolidated Loan	November 10, 2010	208,190.00
100	2001241113	Sebastian, A. B.	Educational Assitance Loan I	August 9, 2012	4,000.00
101	2001241211	Solo, E. S.	Educational Assitance Loan I	July 10, 2012	4,000.00
102	2001242222	Suarez, E. P.	Emergency Loan	July 25, 2014	20,000.00
103	2001242014	Tibay, C. G.	Ecard Cash Advance	June 15, 2007	10,046.28
104	2001383175	Tisang, F. V.	Consolidated Loan	May 7, 2007	60,909.15
105	2005232657	Trajano, R. B.	Emergency Loan	May 26, 2020	20,000.00
106	2001124290	Ulat, F. V.	Emergency Loan	July 23, 2014	20,000.00
107	2001241085	Vale, A. D.	Emergency Loan	July 24, 2014	20,000.00
108	2001240993	Vilasis, S. C.	Consolidated Loan	September 17, 2019	40,000.00
109	2004075653	Villaos, M. G.	Consolidated Loan	May 8, 2018	83,398.00
110	2001242184	Vismonte, E. E.	Emergency Loan	July 25, 2014	20,000.00
	2001242184	Vismonte, E. E.	Emergency Loan	May 26, 2020	33,892.33
111	2001242758	Vivas, N. T.	Emergency Loan	July 28, 2014	20,000.00
Total					<u>5,254,891.56</u>