

NATIONAL BOOK DEVELOPMENT BOARD

STATEMENT OF ALLOTMENTS, OBLIGATIONS INCURRED AND BALANCES

As of December 31, 2011

General Fund 101

PARTICULARS (1)	Total Allotment Released			OBLIGATIONS INCURRED (3)	UNOBLIGATED ALLOTMENT (2) - (3) = (4)
	Current	Continuing	Total		
	(2)				
PERSONAL SERVICES					
Salaries	6,943,000.00		6,943,000.00	6,753,276.03	189,723.97
Basic Pay				6,159,964.69	
Overtime pay of drivers				40,232.29	
Monetization of leave credits				264,079.05	
PEI				220,000.00	
Anniversary bonus				69,000.00	
Representation and Transportation Allowance	465,000.00		465,000.00	461,767.33	3,232.67
Honoraria	627,000.00		627,000.00	174,500.00	452,500.00
Year-End Bonus	721,000.00		721,000.00	642,783.45	78,216.55
PERA	168,000.00		168,000.00	134,034.07	33,965.93
ADCOM (with 1,000.00 increase)	504,000.00		504,000.00	401,102.27	102,897.73
Clothing/Uniform Allowance	112,000.00		112,000.00	92,000.00	20,000.00
Productivity Incentive Benefits	56,000.00		56,000.00	-	56,000.00
Step Increment for Length of Service	19,000.00		19,000.00	-	19,000.00
Pag-IBIG Contributions	35,000.00		35,000.00	27,100.00	7,900.00
Health Insurance Contributions	80,000.00		80,000.00	68,925.00	11,075.00
Employees Compensation Insurance Premiums (ECIP)	35,000.00		35,000.00	26,988.60	8,011.40
TOTAL	9,765,000.00	-	9,765,000.00	8,782,476.75	982,523.25
Miscellaneous Personnel Benefits Fund:					
Salaries	1,385,000.00		1,385,000.00	440,326.00	944,674.00
Health Insurance Contributions	3,000.00		3,000.00	2,400.00	600.00
Year-End Bonus	141,000.00		141,000.00	57,203.00	83,797.00
TOTAL	1,529,000.00		1,529,000.00	499,929.00	1,029,071.00
AUTOMATIC APPROPRIATIONS:					
Retirement and Life Ins. Premium (RLIP)	835,000.00		835,000.00	748,523.11	86,476.89
RLIP for the SSL	166,000.00		166,000.00	40,431.18	125,568.82
TOTAL	1,001,000.00		1,001,000.00	788,954.29	212,045.71
TOTAL PERSONAL SERVICES	12,295,000.00		12,295,000.00	10,071,360.04	2,223,639.96
MAINTENANCE AND OTHER OPERATING EXPENSES					
Traveling expenses	558,700.00	79,300.00	638,000.00	507,980.32	130,019.68
Local travel				322,480.87	
Foreign travel				185,499.45	
Communication Services	699,700.00	32,961.88	732,661.88	732,188.08	473.80
Postage and Deliveries				96,822.00	
Telephone Expenses - Landline				166,656.91	
Telephone Expenses - Mobile				408,762.50	
Internet Expenses				59,946.67	
Repairs and Maintenance	83,000.00	-	83,000.00	82,229.23	770.77
Repairs and Maintenance - OE				7,250.00	
Repairs and Maintenance - FF				1,760.00	
Repairs and Maintenance - MV				73,219.23	
Supplies and Materials	574,000.00		574,000.00	573,725.59	274.41
Commonly used Office Supplies				374,983.23	
Accountable Forms				5,500.00	
Gasoline, Oil and Lubricants				193,242.36	
Rents	1,667,000.00	13,000.00	1,680,000.00	- 1,679,352.09	647.91
Water, Power and Illumination	478,162.00	-	478,162.00	478,117.00	45.00
Water				22,117.00	
Electricity				456,000.00	
Training and Scholarship Expenses	190,000.00	-	190,000.00	188,136.03	1,863.97
Extraordinary and Miscellaneous Expenses	110,000.00	-	110,000.00	110,000.00	-
Fidelity Bond Premiums & Insurance	98,000.00	-	98,000.00	97,813.01	186.99
Professional/Other Services	4,529,800.00	384,200.00	4,914,000.00	4,793,655.52	120,344.48
Legal Services				41,221.00	
Janitorial Services				548,794.30	
Security Services				347,357.47	
Consultancy Services				773,904.00	
Other Professional Services				1,498,922.25	
Other MOOE				1,583,456.50	
Printing and Binding Expenses	923,000.00	537,500.00	1,460,500.00	1,193,049.08	267,450.92
Subscription Expenses	19,000.00	-	19,000.00	18,550.00	450.00
Representation Expenses	1,331,638.00	70,700.00	1,402,338.00	1,260,811.77	141,526.23
Membership Dues and Contributions to Organizations	5,000.00	-	5,000.00	-	5,000.00
TOTAL MOOE	11,267,000.00	1,117,661.88	12,384,661.88	11,715,607.72	669,054.16
TOTAL APPROPRIATIONS	23,562,000.00	1,117,661.88	24,679,661.88	21,786,967.76	2,892,694.12