

SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE

Detailed Balance Sheet

As of December 31, 2013

(With Comparative Figures for CY2012)

A S S E T S

	2013	2012
Current Assets		
Cash		
Petty Cash Fund	11,092.67	
Cash-National Treasury, MDS	3,470,434.14	2,125,699.40
Cash in Bank - LC, Current Account	71,117.62	126,188.03
Total Cash	3,552,644.43	2,251,887.43
Receivables		
Due from National Treasury	4,935,070.63	9,899,984.20
Due from NGAs	293,272.69	250,103.46
Due from NGOs / POs	915,000.00	2,761,000.00
Receivables - Disallowances / Charges	8,392.64	9,475.04
Advances to Officers and Employees	50,000.00	160,749.91
Total Receivables	6,201,735.96	13,081,312.61
Inventories		
Office Supplies Inventory	970,356.42	168,418.11
Other Supplies Inventory	414,310.05	110,243.00
Total Inventories	1,384,666.47	278,661.11
Prepayments		
Prepaid Insurance	53,894.61	58,464.55
Advances to Contractors	-	549,946.10
Other Prepaid Expenses	248,294.16	136,042.40
Total Prepayments	302,188.77	744,453.05
Other Current Assets		
Guarranty Deposit	15,567.00	20,567.00
Other Assets	839,655.41	839,655.41
Property, Plant and Equipment		
Office Buildings	16,611,390.17	15,950,593.11
Office Equipment	2,227,300.63	2,187,312.63
Furniture and Fixtures	3,386,307.03	3,247,637.83
IT Equipment and Software	11,795,564.98	10,186,803.34
Library Books	3,044,974.19	2,979,174.19
Communication Equipment	98,952.00	98,952.00
Firefighting Equipment and Accessories	1,449.96	1,449.96
Technical and Scientific Equipment	5,372,439.98	3,910,527.14
Other Machineries and Equipment	713,974.75	705,476.00
Motor Vehicles	1,621,400.00	2,204,400.00
Other Transportation Equipment	77,435.75	77,435.75
Other Property, Plant and Equipment	97,350.10	89,250.60
Total Property, Plant and Equipment	45,048,539.54	41,639,012.55
Less: Accumulated Depreciation (Notes to FS)	28,829,456.28	27,574,036.62
Property, Plant and Equipment	16,219,083.26	14,064,975.93
TOTAL ASSETS	28,515,541.30	31,281,512.54

SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE

Detailed Balance Sheet

As of December 31, 2013

(With Comparative Figures for CY2012)

LIABILITIES AND EQUITY

	2013	2012
Current Liabilities		
Accounts Payable	4,468,202.27	6,775,642.19
Due to Officers and Employees	3,530.20	3,530.20
Due to National Treasury	51,480.40	6,931.43
Due to BIR	1,303,327.60	1,609,820.94
Due to GSIS	540.30	540.30
Due to Other NGAs	6,210,049.55	13,138,701.36
Guaranty Deposits Payable	537,912.04	206,750.73
Other Payables	(8,251.42)	11,140.75
Total Current Liabilities	12,566,790.94	21,753,057.90
Government Equity		
Government Equity	15,948,750.36	9,528,454.64
TOTAL LIABILITIES & GOVERNMENT EQUITY	28,515,541.30	31,281,512.54

Certified Correct:


MARILOU C. LEELIAN
Accountant III

Noted by:


ARLENE E. GENTENO
Chief, FAD

SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE

Condensed Balance Sheet

As of December 31, 2013

(With Comparative Figures for CY2012)

A S S E T S

	2013	2012
CURRENT ASSETS		
Cash	3,552,644.43	2,251,887.43
Receivables	6,201,735.96	13,081,312.61
Inventories	1,384,666.47	278,661.11
Prepayments	302,188.77	744,453.05
Other Current Assets	15,567.00	20,567.00
TOTAL CURRENT ASSETS	11,456,802.63	16,376,881.20
OTHER ASSETS	839,655.41	839,655.41
PROPERTY, PLANT and EQUIPMENT		
Property, Plant and Equipment	45,048,539.54	41,639,012.55
Less: Accumulated Depreciation (Notes to FS)	28,829,456.28	27,574,036.62
NET PROPERTY, PLANT and EQUIPMENT	16,219,083.26	14,064,975.93
TOTAL ASSETS	28,515,541.30	31,281,512.54

LIABILITIES AND EQUITY

CURRENT LIABILITIES	12,566,790.94	21,753,057.90
GOVERNMENT EQUITY	15,948,750.36	9,528,454.64
TOTAL LIABILITIES & GOVERNMENT EQUITY	28,515,541.30	31,281,512.54

Certified Correct:


MARILOU C. LEELIAN
Accountant III

Noted by:


ARLENE E. CENTENO
Chief, FAD



Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE



February 14, 2014

The Assistant Commissioner

Government Accountancy Sector (GAS)
Commission on Audit
Diliman, Quezon City

GOV'T. ACCOUNTANCY SECTOR

RECEIVED BY Maurin

DATE RECEIVED: FEB 14 2014

Dear Sir/Madam:

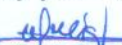
In compliance with your Government Accounting and FMIS Circular letter No. 2007-001 dated January 19, 2007, we are submitting herewith as attached the Financial Reports of **SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE (STII)** as follows.

1. Pre-Closing Trial Balance as of December 31, 2013
2. General Journal (Closing Entries) as of December 31, 2013
3. Post Closing Trial Balance as of December 31, 2013
4. Detailed and Condensed Statements of Income and Expenses for the fiscal year ended December 31, 2013
5. Detailed and Condensed Balance Sheets as of December 31, 2013
6. Statement of Changes in Government Equity as of December 31, 2013
7. Statement of Cash Flows for the fiscal year ended December 31, 2013
8. Notes to Financial Statements
9. Statement of Management Responsibility
10. Report of Income – NG Books
11. Report of Income – RA Books
12. Schedule / Aging of Accounts Payable
13. Schedule / Aging of Accounts Receivable
14. Schedule of Prior Years Adjustment
15. Digital copies of Financial Reports for FY 2013.

Please acknowledge receipt.

Thank you.

Very truly yours,


MARILOU C. LEELIAN
Accountant III

Noted by:


ARLENE E. CENTENO
Chief, FAD



SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE

Detailed Statement of Income and Expenses

For the Year Ended December 31, 2013

(With Comparative Figures for CY2012)

	2013	2012
INCOME		
Subsidy Income		
Subsidy Income from National Government (NCA)	57,540,897.00	48,622,924.00
Subsidy Income from National Government (TRA)	4,906,941.52	2,352,214.69
Less: Reversion of unutilized NCA	(4,851,986.85)	(7,366,500.78)
Refund of excess cash advance / payment deposited to BTR	(11,971.34)	(11,645.08)
Total Subsidy Income	57,583,880.33	43,596,992.83
Business Income		
Printing and Publication Income	-	92,000.00
Total Business Income	-	92,000.00
Other Income		
Interest Income	443.12	536.14
Fines & Penalties	38,284.60	54.00
Total Other Income	38,727.72	590.14
TOTAL INCOME	57,622,608.05	43,689,582.97
EXPENSES		
Personal Services:		
Salaries and Wages		
Salaries and Wages-Regular	16,463,773.93	15,597,310.26
Total Salaries and Wages	16,463,773.93	15,597,310.26
Other Compensation		
Personal Economic Relief Allowance	1,211,545.47	1,197,181.85
Representation Allowance	234,000.00	228,000.00
Transportation Allowance	180,000.00	144,000.00
Clothing/Uniform Allowance	255,000.00	250,000.00
Subsistence, Laundry and Quarter's Allowance	1,947,990.22	2,029,125.00
Productivity Incentive Bonus	98,000.00	94,000.00
Other Bonuses & Allowances	1,377,550.00	883,572.91
Hazard Pay	2,481,945.70	2,339,646.18
Longevity Pay	2,298,063.74	2,272,142.32
Overtime and Night Pay	33,495.42	58,880.10
Cash Gift	254,750.00	247,500.00
Year End Bonus	1,384,667.80	1,350,760.50
Total Other Compensation	11,757,008.35	11,094,808.86
Personnel Benefits Contributions		
Life and Retirement Insurance Contributions	1,974,529.80	1,872,589.21
PAG-IBIG Contributions	61,000.00	59,900.00
PHILHEALTH Contributions	179,725.00	171,875.00
ECC Contributions	60,826.48	59,660.53
Total Benefits Contributions	2,276,081.28	2,164,024.74
Other Personnel Benefits		
Terminal Leave Benefits	7,895,108.38	1,306,420.00
Other Personnel Benefits	1,470,000.00	1,170,000.00
Total Other Personnel Benefits	9,365,108.38	2,476,420.00
TOTAL PERSONAL SERVICES	39,861,971.94	31,332,563.86

SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE

Detailed Statement of Income and Expenses

For the Year Ended December 31, 2013

(With Comparative Figures for CY2012)

	2013	2012
Maintenance and Other Operating Expenses:		
Traveling Expenses		
Traveling Expense-Local	287,287.26	350,337.55
Total Traveling Expenses	287,287.26	350,337.55
Training and Scholarship Expenses		
Training Expenses	599,820.60	65,384.50
Total Training Expenses	599,820.60	65,384.50
Supplies and Materials Expenses		
Office Supplies Expenses	88,924.12	305,944.34
Accountable Forms Expenses	12,850.00	700.00
Gasoline, Oil and Lubricant Expenses	207,021.65	231,242.36
Other Supplies Expenses	110,288.61	100,919.70
Total Supplies and Materials Expenses	419,084.38	638,806.40
Utility Expenses		
Water Expenses	11,018.46	21,025.21
Electricity	2,204,385.04	2,155,374.83
Total Utility Expenses	2,215,403.50	2,176,400.04
Communication Expenses		
Postage and Deliveries	120,845.34	358,180.76
Telephone Expenses-Landline	278,082.78	253,704.45
Telephone Expenses-Mobile	73,080.54	100,740.09
Internet Expenses	98,560.00	71,680.00
Cable, Satellite, Telegraph, and Radio Expenses	41,569.00	29,661.00
Total Communication Expenses	612,137.66	813,966.30
Printing & Binding Expenses	1,904,896.00	1,293,090.00
Rent Expenses	271,939.58	212,686.51
Representation Expenses	755,564.18	854,035.99
Subscription Expenses	139,434.52	133,197.88
Professional Services		
Auditing Services	71,836.64	64,793.57
Janitorial Services	933,305.52	912,091.19
Security Services	933,522.99	852,552.24
Other Professional Services	2,640,253.34	2,437,099.37
Total Professional Services	4,578,918.49	4,266,536.37

SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE


Detailed Statement of Income and Expenses

For the Year Ended December 31, 2013

(With Comparative Figures for CY2012)

	2013	2012
Repairs and Maintenance		
Repairs and Maintenance - Office Buildings	121,263.52	65,622.10
Repairs and Maintenance - Office Equipment	48,849.25	42,991.00
Repairs and Maintenance - Technical & Scientific Eqpt.		86,508.00
Repairs and Maintenance - Motor Vehicles	196,273.88	133,491.45
Total Repairs and Maintenance	366,386.65	328,612.55
Confidential, Intelligence, Extraordinary and Misc. Expenses		
Extraordinary Expenses	111,700.00	111,120.75
Taxes, Insurance Premiums and Other Fees		
Taxes, Duties and Licenses	5,573.12	8,497.18
Fidelity Bond Premiums	59,992.81	54,251.24
Insurance Expenses	66,577.46	58,432.03
Total Taxes, Insurance Prems. And Other Fees	132,143.39	121,180.45
Depreciation Expenses		
Depreciation - Office Building		15,248.32
Depreciation - Office Equipment	67,491.90	111,835.08
Depreciation - Furniture & Fixtures	94,913.23	103,934.84
Depreciation - IT Equipment & Softwares	768,826.14	829,645.32
Depreciation - Library Books	156,422.16	85,049.05
Depreciation - Communication Equipment	3,804.84	3,804.84
Depreciation - Technical & Scientific Equipment	277,487.84	132,913.63
Depreciation - Other Machineries & Equipment	56,494.62	56,845.76
Depreciation - Other Transportation Equipment	7,142.01	6,969.22
Depreciation - Motor Vehicles	128,571.43	128,571.42
Depreciation - Other Property, Plant & Equipment	8,353.55	9,084.84
Total Depreciation Expenses	1,569,507.72	1,483,902.32
Other Maintenance and Operating Expenses		
Other Maintenance and Operating Expenses	20,000.00	25,000.00
TOTAL MAINTENANCE & OTHER OPERATING EXPENSES	13,984,223.93	12,874,257.61
TOTAL EXPENSES	53,846,195.87	44,206,821.47
EXCESS/(DEFICIENCY) OF INCOME OVER EXPENSES	3,776,412.18	(517,238.50)

Certified Correct:


MARILOU C. LEELIAN
Accountant III

Noted by:


ARLENE E. CENTENO
Chief, FAD

SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE

Condensed Statement of Income and Expenses

For the Year Ended December 31, 2013

(With Comparative Figures for CY2012)

	2013	2012
TOTAL INCOME	57,622,608.05	43,689,582.97
TOTAL PERSONAL SERVICES	39,861,971.94	31,332,563.86
TOTAL MAINTENANCE & OTHER OPERATING EXPENSES	13,984,223.93	12,874,257.61
TOTAL EXPENSES	53,846,195.87	44,206,821.47
EXCESS/(DEFICIENCY) OF INCOME OVER EXPENSES	3,776,412.18	(517,238.50)

Certified Correct:


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Accountant III

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ARLENE E. CENTENO
Chief, FAD


SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE

Statement of Cash Flow


For the Year Ended December 31, 2013
(With Comparative Figures for CY2012)

	2013	2012
CASH FLOW FROM OPERATING ACTIVITIES:		
CASH INFLOWS :		
Receipt of Notices of Cash Allocations (Current)	50,022,381.00	46,939,911.00
Receipt of Notices of Cash Allocations (AP)	7,518,516.00	-
Receipt of Notices of Cash Allocations (Projects)	22,089,142.00	1,683,013.00
Printing and Publication Income	-	-
Interest Income	443.12	92,000.00
Fines and Penalties	38,284.60	536.14
Receipt of refunds of excess cash advances	11,971.34	54.00
Total Cash Inflows	79,680,738.06	73,281,474.22
Less: CASH OUTFLOWS		
Cash payment of operating expenses	38,218,791.27	31,966,442.17
Cash purchase of inventories	1,057,039.36	449,691.93
Granting of cash advances/petty cash fund	641,939.42	874,831.25
Refund of excess withheld taxes in CY2013/2012	26,732.31	12,048.93
Remittance of GSIS/PAG-IBIG/PHILHEALTH Payables	2,276,081.28	2,164,024.74
Release of funds from Projects Fund, NCA	17,154,071.37	17,835,337.80
Payment of retirement benefits	7,895,108.38	1,306,420.00
Reversion of Unused NCA/NTA-MDS Regular	4,234,076.35	6,989,907.78
Reversion of Unused NCA-MDS AP	617,910.50	376,593.00
Reversion of Unused NCA-MDS Project due from BTR	4,935,070.63	6,718,977.20
Total Cash Outflows	77,056,820.87	68,694,274.80
CASH PROVIDED BY OPERATING ACTIVITIES	2,623,917.19	4,587,199.42
CASH FLOW FROM INVESTING ACTIVITIES:		
CASH INFLOWS :		
Receipt of proceeds from sale of PPE	61,000.00	-
Less: CASH OUTFLOWS		
Cash purchase of Property, Plant and Equipment	1,384,160.19	2,410,356.90
CASH PROVIDED BY INVESTING ACTIVITIES	(1,323,160.19)	(2,410,356.90)
TOTAL CASH PROVIDED BY OPERATING, INVESTING AND FINANCING ACTIVITIES	1,300,757.00	2,176,842.52
ADD: CASH BALANCE, JANUARY 1, 2013	2,251,887.43	75,044.91
CASH BALANCE, DECEMBER 31, 2013	3,552,644.43	2,251,887.43
	3,552,644.43	

Certified Correct:


MARILOU C. LEELIAN
Accountant III

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Chief, FAD

SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE


Statement of Government Equity

As of December 31, 2013

(With Comparative Figures for CY2012)

	2013	2012
GOVERNMENT EQUITY-Beginning	9,528,454.64	11,589,590.68
ADD/(DEDUCT) ADJUSTMENTS:		
CY2013 / 2012 Excess/(Deficiency) of Income over Expenses	3,776,412.18	(517,238.50)
Adjustment of various accounts	13,069.78	(3,014,760.90)
Refund/payment of excess prior year's CAs & expenses	(14,153.59)	(20.00)
Liquidation/payment of prior year's cash advances/expenses	(1,090.81)	(1,547,572.26)
Reclassification of assets		146,116.52
Adjustment / payment of Prior Years' MOOE		(259,377.02)
Adjustment of excess / lapsed NCA for CY 2012 / 2011	0.62	2.19
Deposit of collection from lost books		(1,010.44)
Transferred Equipment	2,914,969.48	5,227,213.81
Depreciation of Transferred Equipment	(210,611.94)	(2,094,489.44)
Disposal of one (1) unit unserviceable Motor Vehicle	(58,300.00)	
TOTAL ADJUSTMENTS	6,420,295.72	(2,061,136.04)
GOVERNMENT EQUITY-End	15,948,750.36	9,528,454.64

Certified Correct:


MARILOU C. LEELIAN
 Accountant III

Noted by:


ARLENE E. CENTENO
 Chief, FAD

NOTES TO FINANCIAL STATEMENTS

BASIS FOR FINANCIAL STATEMENTS PREPARATION

Accounts were reclassified in conformity with the new Chart of Accounts prescribed under the New Government Accounting System, which was implemented in January 1, 2002. Furthermore, another two (2) reclassification were done to conform to COA Circular No. 2002-002 dated June 18, 2002 and COA Circular No. 2003-001 dated June 17, 2003.

Agency's financial statements have been prepared in accordance with generally accepted state of accounting principles and standards.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Notice of Cash Allocation and Notice of Transfer of Allocation are recorded in the Regular Agency (RA) books as well as those income/receipts, which the agency is authorized to use.

Income/receipts, are not authorized to be used by the agency which are remitted to the National Treasury, are recorded in the National Government (NG) books.

The Modified Obligation System is use to record allotment received and obligations incurred. Separate registries are maintained to control such for each allotment class.

Petty Cash Fund (PCF) account is maintained under the Imprest System. All replenishments are directly charged to the expense account.

The Straight Line Method of depreciation is used to compute the depreciation value of Property, Plant and Equipment with estimated useful lives ranging from five (5) to thirty (30) years. The computation of residual value of ten percent (10%) of the cost of asset and depreciation starts on the second month after purchase.

Payable accounts are recognized and recorded in the books of accounts only upon acceptance of the goods/inventory/other assets and rendition of services to the agency.

Transactions in foreign currencies are recorded in Philippine Peso based on the prevailing BSP exchange rate on the date of the transactions..

CORRECTION OF FUNDAMENTAL ERRORS

Fundamental errors of prior years are corrected by using the Prior Year's Adjustment account closed to Retained Operating Surplus at the end of the year. Errors affecting current year's operation are charged to current year's account .

CASH AND OTHER CASH ACCOUNTS

These accounts are broken down as follows:		2013	2012
Petty Cash Fund	(104)	11,092.67	
Cash – National Treasury, MDS	(108)	P 3,470,434.14	2,125,699.40
Cash in Bank-LCCA	(111)	<u>71,117.62</u>	<u>126,188.03</u>
Total		<u>P 3,552,644.43</u>	<u>P 2,251,887.43</u>

Petty Cash Fund is the cash granted to STII Regular Disbursing Officer which shall be used for payment of petty or miscellaneous and emergency expenses of the agency. Details please see *Annex 1*.

Cash – National Treasury, MDS composed of unreleased checks as of December 31, 2012.

Cash in Bank – Local Currency, Current Account composed of collections from sale of Official Publications of STII. All collections were deposited to the Authorized Government Depository Bank.

It also includes all deposits and withdrawals of STII's salaries and allowances thru STII ATM Payroll account.

RECEIVABLES

These accounts include the following:		2013	2012
Due from National Treasury	(131)	P 4,935,070.63	P 9,899,984.20
Due from NGAs	(136)	293,272.69	250,103.46
Due from NGOs / POs	(139)	915,000.00	2,761,000.00
Receivables-Disallowances/Charges	(146)	8,392.64	9,475.04
Advances to Officers and Employees	(148)	<u>50,000.00</u>	<u>160,749.91</u>
Total		<u>P 6,201,735.96</u>	<u>P 13,081,312.61</u>

Due from National Treasury account represents the unutilized CY 2013 NCA of various Grants-In-Aid (GIA) projects for fund release this CY 2014 and deposits of collections from other NGAs as funding requirement of a specific GIA Project.

Due from NGAs represents fund transferred to other National Government Agencies and amount due from Procurement Service, details please see *Annex 2*.

Due from NGOs/POs represents fund transferred to Non-Government Agencies for the implementation of the projects, details please see *Annex 3*.

Receivables - Disallowances/Charges represents the amount due from officers and employees resulting from audit disallowances/charges.

Advances to Officers and Employees account represents the amount due from officers and employees of the agency and advances granted for official travels, specific purpose, activity or project. Details please see *Annex 4*.

INVENTORIES

Consists of:	2013	2012
Office Supplies Inventory (155)	P 970,356.42	P 168,418.11
Other Supplies Inventory (165)	<u>414,310.05</u>	<u>110,243.00</u>
Total	<u>P1,384,666.47</u>	P <u>278,661.11</u>

These are the balance per books awaiting for the Requisition of Supplies and Materials Issued Report from the Property Section.

PRE-PAYMENTS

Pre-payments account amounting to P 53,894.61 consists of unexpired insurance premium of STII vehicles and building from GSIS and Bond Premiums of Accountable Officers. Details please see *Annex 5*.

Other prepayments account amounting to P 248,294.16 are the metered mailing machine deposit to Taguig Post Office, subscription of journals and cable. Details please see *Annex 6*.

OTHER CURRENT ASSETS

Guaranty Deposits account of P15,567.00 is consist of deposit to UBIX Corp. for the three (3) photocopying machines located at STII FAD, IRAD, and COA (P10,567.00); and deposit to SMX for the venue rental during the NSTW 2013 Celebration (P5,000.00). Details please see *Annex 7*.

OTHER ASSETS

Other Assets account consist of unserviceable assets awaiting for final disposition are not subject to depreciation.

PROPERTY, PLANT AND EQUIPMENT

		2013	2012
Building	(211)	P16,611,390.17	P 15,950,593.11
Office Equipment	(221)	2,227,300.63	2,187,312.63
Furniture and Fixtures	(222)	3,386,307.03	3,247,637.83
IT Equipment & Software	(223)	11,795,564.98	10,186,803.34
Library Books	(224)	3,044,974.19	2,979,174.19
Communication Equipment	(229)	98,952.00	98,952.00
Firefighting Eqpt & Accessories	(231)	1,449.96	1,449.96
Technical & Scientific Equipment	(236)	5,372,439.98	3,910,527.14
Other machineries	(240)	713,974.75	705,476.00
Motor Vehicles	(241)	1,621,400.00	2,204,400.00
Other Transportation Equipment	(248)	77,435.75	77,435.75
Other PPE	(250)	<u>97,350.10</u>	<u>89,250.60</u>
Total		P45,048,539.54	P 30,186,000.08
Less: accumulated depreciation		<u>28,829,456.28</u>	<u>27,574,036.62</u>
Net PPE		<u>P16,219,083.26</u>	<u>P 14,064,975.93</u>

Property, Plant and Equipment are carried at cost. A salvage value of 10% of cost is considered in the computation of accumulated depreciation.

Reclassification of accounts is based on the complete Report of Inventory of the Property Officer. Depreciation charged under reclassified assets is corrected in proper account.

For FY 2013, variance of accounting and property records of PPE will be reconciled upon submission of the completed Report of Inventory to ascertain its validity, accuracy, and existence with complete Acknowledgement Receipt of Equipment (ARE) as supporting document.

The decrease of the Motor Vehicle account (241) is due to the disposal of one (1) unit unserviceable vehicle of STII.

Depreciation of building improvements for CY 2013 was not taken up in the book. As per AOM No. 2012-006 (11) dated February 23, 2012 issued to us, it was noted that the remaining useful life of the building was only fourteen (14) months in CY 2010. Referring to this declaration, the building can be construed to be fully depreciated for the current year.

Additional infrastructure improvements were done in 2013 and were capitalized but the corresponding depreciation is still for verification because the estimated useful life is not yet determined.

Regular maintenance, repair and minor replacements are charged against Maintenance and Other Operating Expenses (MOOE) as these were incurred.

INCOME FROM OPERATION DEPOSITED TO THE ACCOUNT OF THE BUREAU OF TREASURY

STII's incidental revenue from its regular operation amounted to P85,813.40. Collection is attributed mainly to the sale of Philippine Journal of Science (PJS), Tekno-Tulong, canteen rental, photocopying services to researchers/readers. All collections were deposited to the Bureau of Treasury's account. Details please see **Report of Income for NG Books and RA Books**.

SUBSIDY INCOME FROM NATIONAL GOVERNMENT

For this year, Notice of Cash Allocations (NCAs) were received from the Department of Budget and Management (DBM) and Department of Science and Technology (DOST) respectively for payment of expenses for operational requirements and liabilities.

Details as follows :

NCA (For regular, CY 2013 AP and retirees' requirements of the agency)	P 57,540,897.00
Tax Remittance Advice to BIR	4,906,941.52
Less: Reverted unutilized CY 2012 NCA, refunded Current year cash advances, & adjustments	<u>4,851,986.85</u>
TOTAL	P <u>57,595,851.67</u>

INCOME AND EXPENSES

Total income and total operating expenses recorded in the books of accounts amounted to P 57,622,608.05 and P 53,846,195.87 respectively.

Prepared By:


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Noted By:


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