



## FINANCE SERVICES DIVISION

The Finance Service Division (FSD) under the VP for Administration and Finance is in charge of all financial transactions of the University. It ensures that all transactions are in accordance with existing rules and regulations.

Table 1. Document Processing and Issuance

DOCUMENTS/FORMS	NUMBER
<b>Checks</b>	<b>3,088</b>
General Fund	212
Special Trust Fund	979
Revolving Fund 161 and 163	723
Trust Fund 911	893
Special Projects	210
BAPTC	1
BAPTC INCOME	70
<b>DISBURSEMENT VOUCHER/PUCCHASE ORDERS</b>	<b>8,875</b>
General Fund	2,243
Special Trust Fund	1,432
Revolving Fund 161 and 163	1,060
Trust Fund 911	1,171
Trust Fund (Special Projects)	261
Purchase Orders	1,361
Purchase Requests	1,347

Table 2. Summary of Processed Financial Transactions as of December 31, 2020

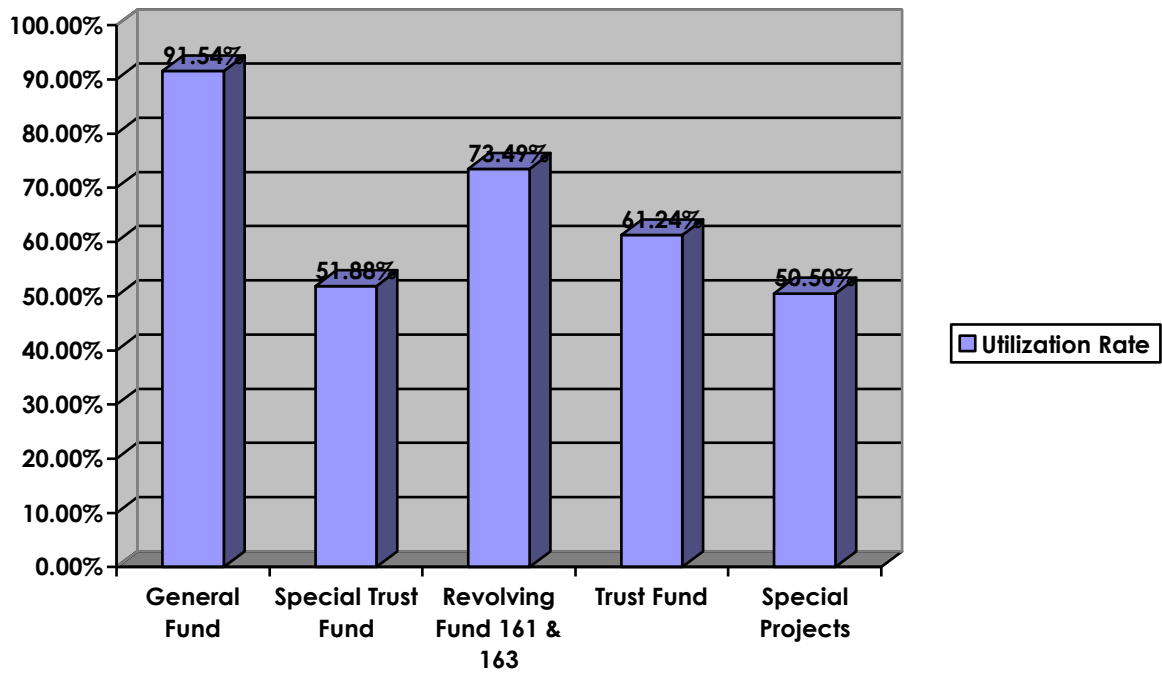
FUND CLUSTER	No. of BUR/OBR PROCESSED	TOTAL ALLOTMENT	AMOUNT OBLIGATED	UTILIZATION RATE
General Fund	1,991	600,106,000.00	549,349,444.96	91.54%
Special Trust Fund	1,277	252,542,529.35	131,008,665.63	51.88%
Revolving Fund 161 and 163	800	76,238,899.61	56,028,686.77	73.49%
Trust Fund 911	1771	245,002,937.12	150,044,259.85	61.24%
Special Projects	203	33,722,300.81	17,031,349.48	50.50%
<b>TOTAL</b>	<b>6,042</b>	<b>1,207,612,666.89</b>	<b>903,462,406.69</b>	<b>74.81%</b>

Table 3. Summary of Disbursements

MONTH (CY 2020)	Notice of Cash Allocation (NCA)	TOTAL DISBURSEMENT	DISBURSEMENT RATE
January	37,315,309.00	24,834,529.53	66.55%
February	40,320,000.00	46,140,418.99	114.44%
March	36,445,000.00	42,591,922.63	116.87%
April	55,991,052.00	32,728,483.37	58.45%
May	71,800,000.00	61,232,447.83	85.28%
June	49,653,482.00	50,347,211.14	101.40%
July	114,046,040.00	22,696,579.43	80.51%
August	-	26,069,661.86	
September	200,858.00	43,214,651.26	
October	52,521,188.00	30,616,831.14	58.29%
November	58,113,642.00	66,212,728.78	113.94%
December	43,459,098.00	56,712,981.45	130.50%
<b>TOTAL</b>	<b>559,865,669.00</b>	<b>503,398,447.41</b>	<b>89.91%</b>



**Figure 1. Utilization Rate of Allotments**



**Figure 2. Disbursement Rate for CY 2020**

