



Republic of the Philippines  
**Tourism Infrastructure & Enterprise Zone Authority**

**MEMORANDUM**

**TO :** The Assistant Chief Operating Officer  
Administration and Finance Sector

**THRU :** The Manager  
Financial Services Department

**FROM :** The Assistant Chief Operating Officer  
Assets Management Sector

**SUBJECT :** Zamboanga Golf Course & Beach Park (ZGCBP)  
Fund Requirement for November to December 2021

**DATE :** November 4, 2021

ZGCBP incurred a total operating expenditures amounting to **P964,405.58** for the month of October 2021. Fund requirements for November to December 2021 reflected in its projected cash flow is **P2,865,408.34**. Our evaluation showed that they are only allowed the amount of **P1,493,500.00**

Based on the attached computation it still needs **P811,796.00** to complement its fund requirement for two months. We recommend the release of the said amount.

For your approval.

**JETRO NICOLAS F. LOZADA**

**ZAMBOANGA GOLF COURSE AND BEACH PARK**  
**Transfer of Fund Computation**  
**ANNEX B**

October 2021

ZGCBP

**A. Fund Requirement - November, 2021 and December, 2021)**

Personal Services  
 Maintenance and Other Operating Expenses  
**Total**

455,500.00  
1,038,000.00  
**1,493,500.00**

**B. Cash balance**

**Cash Balance, Beginning**

**Add:** Transfer of funds & other deposits for the month  
 Electric consumption of Mr. Christopher Esposo  
 Hazard Pay - June, 2021  
 Fund Requirement - October, 2021 - November, 2021

**Total**

**Less:**

Check Disbursements  
 Salaries and Wages - Regular  
 Services of Job Order Employee  
 Hazard Pay - June, 2021  
 Withholding Tax remittance for September, 2021  
 Pay-ibig remittance for October, 2021

**Total Cash balance, end**

**Total**

**C. Fund Requirement (A-B) November, 2021 and December, 2021)**

**TOTAL AMOUNT FOR RELEASE**

"S A Y"

**811,796.00**

**Savings Account:**

Particulars	Amount	Date
Transfer to Home Office for the month	154,020.38	October 29, 2021
Savings Account Balance	10,000.00	October 29, 2021

Checked/certified

Certified Correct

Donna Grace L. Virtus

Atty Ma. Teresa C. Alvarez



TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY											
ZAMBOANGA GOLF COURSE AND BEACH PARK											
Fund Requirement: Nov 2021 to Dec 2021											
10/30/2021											
ANNEX A											
	Budget Appropiation 2021	Austerity Measure	Revised Budget With Austerity	Actual as of Oct 21	Available Balance	Nov-21	Projected Cash Flow Dec-21	Total	CY 2020 Avail2 mos.)	CY2021 Avail2 mos.)	Ant to be released
B											
Postage and Deliveries	5,000.00		5,000.00	3,772.33	1,227.67	2,000.00	2,000.00	4,000.00	356.00	754.47	400.00
Telephone - Landline	22,800.00		22,800.00	10,714.30	12,085.70	2,300.00	2,300.00	4,600.00	3,020.00	2,142.86	2,200.00
Telephone - Mobile	21,600.00		21,600.00	18,000.00	3,600.00	1,800.00	1,800.00	3,600.00	3,429.00	3,680.00	3,500.00
Internet Services	12,000.00		12,000.00	8,919.60	3,080.40	1,000.00	1,000.00	2,000.00	1,248.00	1,783.92	1,300.00
Cable,Sat., Telegraph, & Radio Exp.											-
Professional Expenses											-
Other Professional Services	8,465,000.00		8,465,000.00	3,243,075.09	5,221,924.91	260,000.00	260,000.00	500,000.00	738,139.00	648,615.02	648,700.00
Security Services*	2,005,000.00		2,005,000.00	826,176.00	1,178,824.00	226,000.00	226,000.00	452,000.00	443,529.00	165,235.20	165,300.00
Repairs and Maintenance											-
Land Improvements	250,000.00		250,000.00	428.57	249,571.43	10,000.00	10,000.00	20,000.00	-	85.71	100.00
Office Bldg.	-		-		-	10,000.00	10,000.00		-	0.00	-
Bldg. & structures	430,000.00		430,000.00	371,675.34	58,324.66	150,000.00	150,000.00	300,000.00	36,417.00	74,335.07	35,500.00
Office Equipment, Furnitures & Fixtures											-
Office Equipment	15,000.00		15,000.00		15,000.00	5,000.00	5,000.00	10,000.00	-	0.00	-
Furnitures & Fixtures	10,000.00		10,000.00		10,000.00	5,000.00	5,000.00	10,000.00	-	0.00	-
IT Equip & Software	10,000.00		10,000.00	669.64	9,330.36	2,000.00	2,000.00	4,000.00	63.00	133.93	100.00
OM & Equip	268,000.00		268,000.00	40,419.82	227,580.18	100,000.00	100,000.00	200,000.00	8,224.00	8,083.95	8,100.00
Transpo Equip/Motor Vehicles	103,000.00		103,000.00		103,000.00	50,000.00	50,000.00	100,000.00	4,486.00	0.00	-
Taxes, Insurance Premiums and Other Fees											-
Taxes, Duties & Licenses	513,130.00		513,130.00	77,026.01	436,103.99	-	-	0.00	38,959.00	15,405.20	15,500.00
Fidelity Bond Premiums	13,200.00		13,200.00	7,312.50	5,887.50			0.00	950.00	1,462.50	HO
Insurance Expense	70,000.00		70,000.00	48,251.83	21,748.07			0.00	9,297.00	9,650.39	HO
Other Maintenance & Operating Expenses											-
Advertising Expense	10,000.00		10,000.00	-	10,000.00	3,000.00	3,000.00	6,000.00	-	-	-
Representation Expense	42,000.00		42,000.00	21,365.02	20,634.98	3,500.00	3,500.00	7,000.00	4,165.00	4,273.00	4,200.00
Transportation & Delivery Expenses	12,500.00		12,500.00	-	12,500.00	5,000.00	5,000.00	10,000.00	136.00	0.00	-
Subscription Expenses	9,000.00		9,000.00	6,422.00	2,578.00	1,000.00	1,000.00	2,000.00	996.00	1,204.40	1,000.00
Others (miscellaneous)	49,500.00		49,500.00	11,664.85	37,835.15	3,000.00	3,000.00	6,000.00	7,292.00	2,332.97	2,400.00
FINANCIAL EXPENSES											-
Bank Charges	-		-		0.00	-	-	0.00	-	0.00	-
Other Financial Charges	5,000.00		5,000.00		5,000.00	-	-	0.00	-	0.00	-
Total MOOE & FINANCIAL EXPENSES	14,609,730.00	-	14,609,730.00	5,586,713.12	9,024,016.88	1,044,600.00	1,044,600.00	2,089,200.00	1,471,350.00	1,117,142.62	1,038,000.00
Cost of Sales											
TOTAL EXPENDITURES	19,226,706.00	-	19,226,706.00	8,126,156.16	11,100,549.84	1,525,431.17	1,557,704.17	2,865,408.34	2,033,161.40	1,572,133.03	1,493,500.00
Notes: * peak season; change of office filer; ** increase on taxes											