

Republic of the Philippines
Province of South Cotabato
City of Koronadal

CITY TREASURER'S OFFICE

Website: <http://www.koronadaltreasury.com> Email: ctokoronadal@gmail.com
Telefax No. (083) 228 – 5376
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DEPARTMENT OF FINANCE
BUREAU OF LOCAL GOVERNMENT FINANCE
CENTRAL OFFICE, MANILA



TO FOLLOW UP,
PLEASE CITE: **BLGF- 2020-03515**
Date: 29-Oct-20 Received by: *[Signature]*

September 8, 2020

MISSING ACCOUNTABLE FORM

SUBJECT : Missing Original, Duplicate and Triplicate Copies of
AF 51 with Serial nos. 2314016-050 (Part of one booklet with Serial
Numbers 2314001-2314050)

TO : All Provincial/City and Municipal Treasurers, Philippines
All Others concerned

NOTICE IS HEREBY GIVEN that upon verification made by this Office for Accountable Form No. 51 which was requisitioned by Augustus L. Bretaña, City Environment and Natural Resources Officer of the City of Koronadal was found out that 35 pieces of Accountable Form No. 51 bearing Nos. 2314016-050 which is a part of one booklet with Serial Number 2314001-050 were missing (Affidavit of Loss hereto attached).

This notice is hereby given to safeguard against the fraudulent use of the above-mentioned missing Accountable Form 51. When found or discovered in the possession of unauthorized person, it is requested that this matter be immediately reported to this office for appropriate action.

[Signature]
MARLOUN C. GUMBAO, CPA MPA, REB
City Treasurer *[Signature]*

Copy furnished:

1. The Honorable Chairman
Commission on Audit
Quezon City
2. The Executive Director
Bureau of Local Government Finance
Department of Finance
Manila
3. The Regional Director
Bureau of Local Government Finance
Koronadal City
4. The City Auditor
City of Koronadal
5. Ready Form Incorporated
Marikina City
6. CENRO
Koronadal City

Republic of the Philippines]
Province of South Cotabato.....] s.s.
City of Koronadal]
x-----x

AFFIDAVIT

I, **AUGUSTUS L. BRETANA**, of legal age, married, Filipino and a resident of the City of Koronadal, Province of South Cotabato, upon my oath, do hereby depose and say, **THAT**-

- 1) I am the present City Environment and Natural Resources Officer (CENRO) of the City of Koronadal;
- 2) Aireen B. Donoso is currently working as a Forest Ranger in the City Government of Koronadal, particularly assigned in the City Environment and Natural Resources Office. Thereanent, one of her mandated functions is to apprehend violators on existing forest laws and City ordinances and issue pertinent Citation Ticket/s and Official Receipt/s;
- 3) On 01 September 2020, in view of the report that she lost one (1) stub of Official Receipts (ORs) with series numbers 2314001-2314050, I issued a Memorandum directing the same to report in my office, at 10:00AM on the same date, to explain the said incident. Copy of the said Memorandum is hereto attached as **Annex "A"** to form an integral part hereof;
- 4) In compliance thereof, Ms. Donoso explained that on 29 August 2020, at around 8:00AM, she inadvertently lost in her possession the issued one (1) stub of ORs with series numbers 2314001-2314050. She reckoned that said ORs fell from her sling bag and despite diligent effort to locate the same, such proved to be a futile exercise. In support thereof, she submitted a *Police Blotter Certification* and a duly notarized *Affidavit of Loss* both dated 01 September 2020. Copies attached hereto as **Annexes "B" and "C"**, respectively, to form an integral part hereof;
- 5) I am executing this Affidavit to attest to the truth of the foregoing facts and for whatever legal purpose this may serve best. Further, to apprise the **City Treasurer's Office** and other pertinent national and local government offices for the aforementioned incident.

IN WITNESS WHEREOF, I have hereunto affixed my signature this 7th day of September 2020, in the City of Koronadal, Province of South Cotabato, Philippines.


MR. AUGUSTUS L. BRETANA

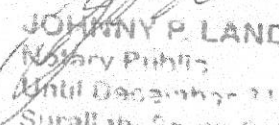
Affiant

I.D. No.: CGK-033

Issued by: City Government of Koronadal

SUBSCRIBED AND SWORN to before me this 7th day of **September 2020** in the City of Koronadal, Province of South Cotabato, Philippines. **I HEREBY CERTIFY** that I have personally examined the affiant and **I FURTHER CERTIFY** that I am fully satisfied that he has voluntarily executed and understood the contents of the foregoing affidavit.

Doc. No. 83;
Page No. 17;
Book No. 90;
Series of 2020.



JOHNNY P. LANDERO
Notary Public
Until December 31, 2020
Surallah, South Cotabato
PTR NO. 182233-0000000000, CITY
TIN 180 608 311-000
IBP NO. 000000 000000 GSC
MCLE COMPLIANCE NO. V-0005972
Issued on 01/03/15
ROLL NO. 31310

AFFIDAVIT OF LOSS




I, **AIREEN BONALOS DONOSO**, Filipino, of legal age, single and a resident of Prk. Alegria, Brgy. Morales, Koronadal City, South Cotabato, Philippines, after being duly sworn to in accordance with law, do hereby depose and say:


1. That I am presently employed as a Forest Ranger of Koronadal City Community Environment and Natural Resources Office (CENRO), Koronadal City, South Cotabato;
2. That as a Forest Ranger I was issued by the City Treasurer's office of the City of Koronadal a **ONE (1) UNIT STUB NO. 1961 OFFICIAL RECEIPT WITH SERIES NO. 2314001-2314050**;
3. That on **August 29, 2020** I issued an Official Receipt No. **2314001 to 2314015** and after our duty I kept the said stub of Receipts inside my bag;
4. That on **August 31, 2020** while we were about to make our report I noticed that the **Stub No. 1961 Official receipts with Series No. 2314001-2314050** issued to me by the City Treasurer's Office were missing in my bag files and despite diligent effort to look for it, it could not be found and it proved futile hence is considered lost and beyond recovery;
5. That I execute this affidavit of loss to attest to the above-facts and for whatever legal purpose it may serve best.

IN WITNESS WHEREOF, I have hereunto set my hand this September 1, 2020 at Surallah, South Cotabato, Philippines.


AIREEN BONALOS DONOSO
Affiant

SUBSCRIBED AND SWORN to before me **AIREEN BONALOS DONOSO** with UMID CRN-0113-0428241-3 personally known to me identified thru competent evidence as I.D. with picture, signed the instrument in my presence and takes an oath this September 1, 2020 at Surallah, South Cotabato, Philippines.

Doc. No. 
Page No. 
Book No. 
Series of 2020.


JONATHAN LANDERO
Notary Public
Notary Commission No. 21 2020
Residence: Surallah, South Cotabato
Office: Surallah, South Cotabato
Notary Public for the Province of South Cotabato
Notary Public for the City of Koronadal
Notary Public for the Municipality of Surallah
Notary Public for the District of Surallah
Notary Public for the Division Office of Surallah
Notary Public for the Division Office of Surallah
Notary Public for the Division Office of Surallah
Notary Public for the Division Office of Surallah