

LBP INSURANCE BROKERAGE, INC.
CORPORATE OPERATING BUDGET (COB)
(In Philippine Peso)
FOR CY2019

BUDGET ON PERSONNEL SERVICES

PARTICULARS	ACTUAL 2018	BUDGET 2019	A2018 vs. B2019 Increase (Decrease)	
			AMOUNT	%
Personnel Services				
Salaries and wages				
Salaries & Wages-Regular	18,012,836	21,001,416	2,988,580	16.59
Salaries & Wages-Casual/Contractual	478,603	2,140,944	1,662,341	347.33
Total Salaries and Wages	18,491,439	23,142,360	4,650,921	25.15
Other Compensation				
Other Compensation	5,836,980	9,370,198	3,533,218	0.61
Personnel Economic Relief Allowance (PERA)	656,627	1,312,000	655,373.12	99.81
Representation Allowance (RA)	563,750	900,000	336,250	59.65
Transportation Allowance (TA)	381,500	396,000	14,500	3.80
Clothing/Uniform Allowance	251,143	306,000	54,857	21.84
Rice Allowance	650,900	-	(650,900)	(100.00)
Meal/ Subsistence Allowance	247,250	494,110	246,860	99.84
Longevity Pay	34,929	60,500	25,571	73.21
Overtime and Night Pay	1,598,658	3,471,354	1,872,696	117.14
Year End Bonus	1,223,224	2,130,234	907,010	74.15
Cash Gift	229,000	300,000	71,000	31.00
Other Bonuses and Allowances	5,041,883	3,519,200	(1,522,683)	(43.27)
Mid-year bonus	2,349,586	2,130,234	(219,352)	(9.34)
Medical, Dental and Hospitalization	598,000	-	(598,000)	(100.00)
Productivity Enhancement Incentive	235,500	300,000	64,500	27.39
Performance Based Bonus	1,856,997	1,088,966	(768,031)	(41.36)
Other Bonuses and Allowances	-	-	-	-
Teller's Allowance	1,800	-	(1,800)	(100.00)
Total Other Compensation	10,878,863	12,889,398	2,010,535	18.48
Personnel Benefit Contributions				
Employees Compensation Insurance Premiums	647,703	1,114,320	466,617	72.04
PhilHealth contributions	175,240	256,736	81,496	46.51
Pag-IBIG Contributions	55,700	64,800	9,100	16.34
Total Personnel Benefit Contributions	878,643	1,435,856	557,213	63.42
Other Personnel Benefits	2,630,192	3,620,762	990,570	37.66
Other Personnel Services	2,630,192	3,620,762	990,570	37.66
Total Personnel Services	32,879,137	41,088,376	8,209,239	24.97

LBP INSURANCE BROKERAGE, INC.
BUDGET ON MAINTENANCE AND OTHER OPERATING EXPENSES
(In Philippine Peso)
Year 2019

PARTICULARS	ACTUAL 2018	BUDGET 2019	P2018 vs. B2019 Increase (Decrease)	
			AMOUNT	%
Maintenance and Other Operating Expenses				
Training and Scholarship Expenses	945,521	1,344,480	398,959	42.19
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Office Supplies Expense	575,366	670,000	94,634	16.45
Accountable Forms Expenses	160,385	270,000	109,615	68.35
Non-Accountable Forms	4,826	20,000	15,174	314.43
Other Supplies and Materials Expense (expendable to	-	40,000	40,000	-
Supplies and Materials Expenses	740,576	1,000,000	259,424	35.03
Postage and Courier Services	1,062,771	1,680,000	617,229	58.08
Telephone Expenses	405,393	1,132,800	727,407	179.43
Internet Subscription Expenses	145,679	660,000	514,321	353.05
Communication Expenses	1,613,843	3,472,800	1,858,957	115.19
Electricity Expenses	841,895	926,085	84,190	10.00
Water Expenses	141,521	144,352	2,831	2.00
Utility Expenses	983,416	1,070,437	87,021	8.85
Auditing Services	660,571	915,500	254,929	38.59
Legal Services	240,000	240,000	-	-
Other Professional Services	1,211,836	1,110,000	(101,836)	(8.40)
Consultancy Services	-	500,000	500,000	-
Professional Services	2,112,407	2,765,500	653,093	30.92
Other General Services	513,275	762,192	248,917	48.50
Security Services	228,458	338,000	109,542	47.95
Janitorial Services	-	-	-	-

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Other General Services	741,733	1,100,192	358,459	48.33
Taxes, Duties and Licenses	1,338,980	1,953,650	614,670	45.91
Insurance Expenses	532,974	696,932	163,958	30.76
Taxes, insurance Premium and Other Fees	1,871,954	2,650,582	778,628	41.59
Repairs and Maintenance - Transportation Equipment	219,844	319,744	99,900	45.44
Repairs and Maintenance - Machinery and Equipment	700,256	760,256	60,000	8.57
Repairs and Maintenance - Semi-Expendable Machine	40,509	80,000	39,491	97.49
Repairs and Maintenance- Furnitures, Fixtures and B	99,428	130,000	30,572	30.75
Repairs and Maintenance	1,060,037	1,290,000	229,963	21.69
Directors & Com. Members' Fees	3,746,000	6,148,000	2,402,000	64.12
Representation Expense	1,166,950	1,860,000	693,050	59.39
Traveling-local	642,736	1,608,200	965,464	150.21
Donations	-	500,000	500,000	-
Rent/Lease Expenses	154,123	216,000	61,877	40.15
Advertising, Promotional and Marketing	207,630	224,000	16,370	7.88
Membership Dues and Contributions to Organizations	12,000	69,000	57,000	475.00
Subscription Expenses	6,740	7,500	760	11.28
Other Maintenance and Operating Expenses	1,264,449	1,509,200	244,751	19.36
Other Maintenance and Operating Expenses	7,200,628	12,141,900	4,941,272	68.62
Total Maintenance and Operating Expenses	17,270,116	26,835,891	9,565,775	55.39
Other Financial Charges	80,342	160,753	80,411	100.09
Bank Charges	30,180	32,500	2,320	7.69
Financial Expenses	110,522	193,253	82,731	74.85
Non-Cash Expenses				
Depreciation - Building and Other Structures	1,802,596	2,118,471	315,875	17.52
Depreciation - Machinery and Equipment	1,383,998	1,579,102	195,104	14.10
Depreciation - Transportation Equipment	469,790	474,460	4,670	0.99
Depreciation - Information Technology	249,214	507,687	258,473	103.72
Depreciation - Furniture, Fixtures and Books	77,148	162,162	85,014	110.20
Amortization - Intangible Asset	9,569	327,126	317,557	3,318.76
Depreciation	3,992,313	5,169,008	1,176,695	29.47
Impairment Loss-Loans and Receivables	1,823,188	2,005,505	182,317	10.00
Impairment Loss-Property, Plant and Equipment	-	200,000	200,000	-
Impairment Loss	1,823,188	2,205,505	382,317	20.97
Loss on Sale Property, Plant and Equipment	-	125,000	125,000	-
Other Losses	-	-	-	-
Losses	-	125,000	125,000	-
Total Non-Cash Expenses	5,815,501	7,499,513	1,684,012	28.96
Total Expenses	56,075,276	75,617,033	19,541,757	34.85
Income Tax Expenses	24,949,008	26,103,281	1,154,273	4.63
Income Tax Benefits	(546,956)	(661,652)	114,696	(20.97)
Net Income Tax	24,402,051	25,441,629	1,039,578	4.26
TOTAL CORPORATE BUDGET	54,141,566	73,093,275	18,951,709	35.00
GAD BUDGET	2,707,078	3,654,664	947,585	25.93
CAPITAL OUTLAY	8,604,000	9,370,000	766,000	8.18

Taxable Income 87,010,936
Tax due 26,103,281

ASSUMPTIONS:

- Salaries & Wages & related expenses computed based on SSL Tranche 4 and additional manpower
- Training Fees - included are fees for trainings and seminars for LIBI personnel
- Transportation Expenses include estimated fuel consumption of 2 vehicles being used by LIBI Officers and ocular visit to clients; reimbursement of fuel consumption of independent BODs during meetings
- Increase in Depreciation Expense for the budget for capital expenditures - upgraded Integrated Insurance Brokerage system (IIBS) other computer paraphernalia like servers, UPS and printers; re-layout of LIBI office
- Professional fee includes provision for consultancy fees for DPO consultant
- Representation expense includes increases on allocation for food expenses for clients, committee meetings and accredited ins. cos. ; budget for corporate give-aways to clients; LIBI's anniversary & Christmas expenses
- Increase in supplies and material expenses, communication expenses, utilities and repairs and maintenance
- Includes budget for Gender & Development (GAD) which is equivalent of 5% on the total COB