



Republic of the Philippines

Department of Education - National Capital Region



SCHOOLS DIVISION OF PARAÑAQUE CITY

SAN ANTONIO NATIONAL HIGH SCHOOL

LIQUIDATION REPORT

Serial No.: _____

Date: January 27, 2026

Responsibility Center Code: 01

PARTICULARS

AMOUNT

To Liquidate Cash Advance of the School Maintenance and Other Operating Expenses (MOOE) for the month of JANUARY 2026 per attached supporting documents amounting to

392,760.61

TOTAL AMOUNT SPENT

→ 392,760.61

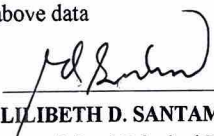
AMOUNT OF CASH ADVANCE (DV - MO 02-2026-1-20026)

→ 420,000.00

BALANCE FORWARDED

→ 27,239.39

A Certified: Correctness of the above data


LILIBETH D. SANTAMARIA
School Principal II

B Certified:

LORETA B. TORRECAMPO, CESO V
Schools Division Superintendent

C Certified: Supporting documents complete and proper

SHIRLEY S. TRINIDAD
Accountant III

Date: 01/27/26

Date: _____

JEV No.: _____

Date: _____

ACCOUNTING UNIT
REVISED COPY
DATE: 2/4/2026 TIME: 8:27 AM

Appendix 40

CASH DISBURSEMENTS REGISTER
JANUARY 2026

Entity Name: DEPARTMENT OF EDUCATION
Sub-Office / District / Division: SAN ANTONIO NATIONAL HIGH SCHOOL PARAÑAQUE
Municipality / City Province: PARAÑAQUE CITY
Fund Character: _____

Name of Accountable Officer: LILIBETH D. SANTAMARIA
Official Designation: OFFICER-IN-CHARGE
Station:
Register No.:
Sheet No.: 1 of 1

DATE/PCV/CDV NO	Cash advance	Payments	Balance	Due to BIR	BREAKDOWN OF PAYMENTS Account Description	UNITS	AMOUNT
01/09/2026	9962600028		420,000.00				
	MOOE 02 - 2026 -01 - 2026 JANUARY 2026						
01/13/2026	415326 - 001	4,000.00	420,000.00		ACCOUNTABLE FORMS EXPENSES	10101030	
	LILIBETH D. SANTAMARIA - PETTY CASH FUND APRIL 2025						
01/14/2026	2026-01 - 001- 415326	1,200.00	418,800.00		MOBILE EXPENSES	5020502001	1,200.00
	CHECKER BOOKLET (PAYMENT FOR CHECK BOOKLET)						
01/19/2026	2026-01 - 002- 415326	1,000.00	417,800.00		OTHER SUPPLIES AND MATERIALS EXPENSES	5020309000	1,000.00
	SMART COMMUNICATION (MOBILE COMMUNICATION EXPENSES)						
01/22/2026	2026-01 - 003- 415326	1,500.00	416,300.00		OTHER SUPPLIES AND MATERIALS EXPENSES	5020309000	1,500.00
	REPLACING PRINTING SHOP (PAYMENT FOR THE TAPALUIN OF PCROT. EARLY REGISTRATION)						
01/22/2026	2026-01 - 004- 415326	300.00	416,000.00		OTHER SUPPLIES AND MATERIALS EXPENSES	5020309000	300.00
	ACE HARDWARE PHILIPPINES (PAYMENT FOR THE BATTERY AND OTHERS)						
01/13/2026	0000415327	9,464.29	406,535.71	535.71	FUEL, OIL AND LUBRICANTS EXPENSES	5020309000	10,000.00
	LAMPAN SHELL GAS STATION INC. PAYMENT FOR THE DIESEL OF SCHOOL VEHICLE FOR THE MONTH OF JANUARY 2026						
01/13/2026	0000415328	5,249.06	401,286.65	349.94	INTERNET SUBSCRIPTION EXPENSES	5020503000	5,599.00
	CABLE LINK INTERNET INC. - PAYMENT FOR THE INTERNET SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025						
01/13/2026	0000415329	5,625.00	395,661.65	375.00	INTERNET SUBSCRIPTION EXPENSES	5020503000	6,000.00
	PLDT INC. - PAYMENT FOR THE INTERNET & LANDLINE SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025						
01/13/2026	0000415330	2,999.06	392,662.59	199.94	INTERNET SUBSCRIPTION EXPENSES	5020503000	3,199.00
	CABLE LINK INTERNET INC. - PAYMENT FOR THE INTERNET SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025						
01/13/2026	0000415331	2,999.06	389,663.53	199.94	INTERNET SUBSCRIPTION EXPENSES	5020503000	3,199.00
	CABLE LINK INTERNET INC. - PAYMENT FOR THE INTERNET SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025						
01/13/2026	0000415332	22,088.70	367,574.83	1,250.30	REPAIRS AND MAINTENANCE - SCHOOL BUILDING	5021304002	23,339.00
	WILCON DEPOT, INC. - PAYMENT FOR THE MATERIALS FOR REPAIR OF LAVATORY OF CANTEN AND OTHERS						
01/15/2026	0000415334	26,267.50	341,307.33	1,382.50	FUEL, OIL AND LUBRICANTS EXPENSES	5020309000	27,650.00
	MARYIN B. ALMAZAN AUTO SHOP / PAYMENT FOR THE REPAIR AND CHANGE OIL OF SCHOOL VEHICLE						
01/15/2026	0000415335	88,608.00	252,699.33	3,692.00	OTHER SUPPLIES AND MATERIALS EXPENSES	5020309000	92,300.00
	DUSPRENE TRADING - PAYMENT FOR THE JANITORIAL						
01/15/2026	0000415337	37,500.00	215,199.33	2,142.86	OTHER SUPPLIES AND MATERIALS EXPENSES	5020309000	39,642.86
	JOHN SCHOOL AND OFFICE SUPPLIES TRADING / PAYMENT FOR COPY PAPER AND MATERIAL FOR ASSESSMENT						
01/15/2026	0000415338	20,717.32	194,482.01	1,172.68	REPRESENTATION EXPENSES	5020903000	21,890.00
	DOÑA MILA FOODS OPC/ PAYMENT FOR THE MEALS OF TEACHERS FOR THE LAC AND MEETING						
01/15/2026	0000415339	21,600.00	172,882.01	900.00	OTHER SUPPLIES AND MATERIALS EXPENSES	5020309000	22,500.00
	CARDIGA GLASS ALUMINUM IRON WORKS AND SUPPLY / PAYMENT FOR INSTALLATION OF CABINET FOR SNED						
01/16/2026	0000415340	36,342.86	136,539.15	2,057.14	OTHER SUPPLIES AND MATERIALS EXPENSES	5020309000	38,400.00
	K36INDUSTRIAL TRADING / PAYMENT FOR THE LIGHTING SUPPLIES						
01/16/2026	0000415341	44,736.00	91,803.15	1,864.00	OTHER SUPPLIES AND MATERIALS EXPENSES	5020309000	46,600.00
	RAM ONLINE SHOP / PAYMENT FOR INK FOR PRINTERS HP AND BROTHER						
01/21/2026	0000415342	39,897.60	51,905.55	1,662.40	OTHER SUPPLIES AND MATERIALS EXPENSES	5020309000	41,560.00
	DOUBLEVES ENTERPRISES/ PAYMENT FOR THE MATERIALS REPAIR OF RIZO. INK FOR RIZO						
01/20/2026	0000415343	9,204.02	42,701.53	520.98	REPRESENTATION EXPENSES	5020903000	9,725.00
	CHOWING FRESH N' FAMOUS FOODS INC. / PAYMENT FOR MEALS FOR THE CONTEST OF PCROT						
01/16/2026	0000415344	15,105.00	27,596.53	795.00	REPAIRS AND MAINTENANCE - OFFICE EQUIPMENT	5021305002	15,900.00
	LEGATO AIRS AIRCONDITIONING SERVICES / PAYMENT FOR 17 UNITS OF WINDOW TYPE. SPLIT TYPE AIRCON						

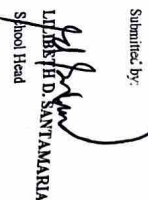
Official Designation: **OFFICER-IN-CHARGE**
Station: _____
Register No.: _____
Sheet No.: **2 of 2**

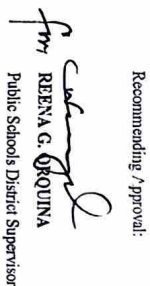
		CASH ADVANCE		PAYMENTS		BALANCE		DUE TO BIR		BREAKDOWN OF PAYMENTS		UACB CODE		AMOUNT	
										Account Description					
01/30/2026	0000415348 018	JESON SCHOOL AND OFFICE SUPPLIES TRADING / PAYMENT FOR COPY PAPER AND MATERIAL FOR ASSESSMENT			357.14	27,239.89				OTHER SUPPLIES AND MATERIALS EXPENSES		5020399000	357.14		
TOTAL		420,000.00	392,760.61	27,239.89	19,100.39								411,861.00		

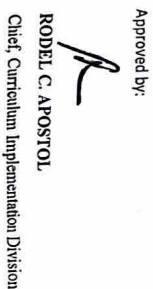
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OF PARAÑAQUE CITY
SAN ANTONIO NATIONAL HIGH SCHOOL - PARAÑAQUE
MONTHLY CASH PROGRAM OF EXPENDITURES
FOR THE MONTH OF JANUARY 2026

Funding Source: MOOE

Funding Source: MOOE															
ITEM NO.	PAYEE	PARTICULARS	TOTAL AMOUNT	BREAKDOWN EXPENSES											
				Internal Expenses (5020303000)	Tel/Mobile Expenses (5020303001)	Training Expenses (502031000)	Office Supplies (5020301000)	Repair and Maintenance School Building (5021304002)	Fuel, Oil and Lubricant Expenses (5020309000)	Repair and Maintenance Other Property and Equipment (5021309000)	Repair and Maintenance Vehicles (5021307000)	Other Maintenance and Operating Expenses (5020999099)	Semi- Expendable Furniture and Fixtures (5020322001)	Repair and Maintenance Other Structures (5021304099)	Representation Expenses (5029903000)
		Monthly Allotment	420,000.00												
1		Payment for Cablelink Internet	6,000.00	6,000.00											
2		Payment for Mobile	1,000.00		1,000.00										
3		Gasoline for School Service Vehicle	10,000.00						10,000.00						
4		Payment for PLDT	6,000.00		6,000.00										
5		Payment for E Library Internet	6,000.00	6,000.00											
6		Purchase of Janitorial Supplies	93,000.00										93,000.00		
7		Payment for Repair of Service Vehicle	30,000.00							30,000.00					
8		Repair of Gesteiner and Rizzo Ink	40,200.00						40,200.00			22,339.00			
9		Materials for the Repair of lavatory	22,339.00						15,900.00						
10		Cleaning of Airconditioning Units	15,900.00										40,000.00		
11		Meals for LAC and Meetings	40,000.00												
12		Purchase of LED Bulbs/Lights	38,400.00										38,400.00		
13		Ink for Printers Hynand Brother	46,600.00				46,600.00								
14		Installation of cabinet for SPED room	22,500.00					22,500.00							
15		Purchase of Copy paper for Assessment	40,000.00			40,000.00									
16		Purchase of Cheque booklet	1,200.00									1,200.00			
17		Other Supplies	861.00									861.00			
Total Projected Expenses for the Month			420,000.00	12,000.00	7,000.00	40,000.00	46,600.00	22,500.00	10,000.00	56,100.00	30,000.00	24,400.00	38,400.00	93,000.00	40,000.00
Amount to be accounted for other expenses															
TOTAL EXPENDITURES FOR THE MONTH			420,000.00												

Submitted by:

LILIBETH D. SANTAMARIA
School Head

Recommending / approval:

REENA G. OROQUINA
Public Schools District Supervisor

Approved by:

RODEL C. APOSTOL
Chief, Curriculum Implementation Division

Supervisor of Curriculum Implementation
Supporting



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OF PARAÑAQUE CITY
SAN ANTONIO NATIONAL HIGH SCHOOL

January 5, 2026

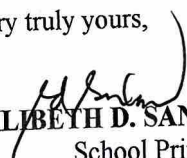
DR. LORETA B. TORRECAMPO, CESO V
Schools Division Superintendent

Madam;

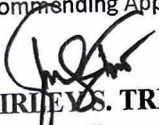
May I request the release of our School Maintenance and Operating Expenses (MOOE) for the month of JANUARY 2026 amounting to **PHP 420,000.00**. Attached are the copies of our Monthly Cash Program of Expenditures and other required documents.

Thank you very much.

Very truly yours,


LILIBETH D. SANTAMARIA
School Principal

Recommending Approval:


SHIRLEY S. TRINIDAD
Accountant III

Approved:


LORETA B. TORRECAMPO, CESO V
Schools Division Superintendent



REPORT OF CHECKS ISSUED
Period Covered: NO. JANUARY 2026

Entity Name : SAN ANTONIO NATIONAL HIGH SCHOOL PARAÑAQUE
Fund Cluster : 0101101

Report No.: 2026 - 01 - 001
Sheet No.: 1

Bank Name/Account No. : LAND BANK

Check		DV/Payroll No. Check no.	ORSBURS No.	Responsibility Center Code	Payee	UACS Object Code	Nature of Payment	Amount
Date	Serial No.							
01/12/2026		9982600028			LILIBETH D. SANTAMARIA / MOOE -01-2026-01-20026 FOR JANUARY 2026			
01/15/2026		0000415326 001			LILIBETH D. SANTAMARIA / EXPENSES FOR THE PETTY CASH/ JANUARY, 2026	10101020	CHECK	4,000.00
01/13/2026		0000415327 002			LAMUAN SHELL GAS STATION INC. PAYMENT FOR THE DIESEL OF SCHOOL VEHICLE FOR THE MONTH OF SEPTEMBER 2025	5020309000	CHECK	9,464.29
01/13/2026		0000415328 003			CABLE LINK INTERNET INC. - PAYMENT FOR THE INTERNET SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025	5021502000	CHECK	5,249.06
01/13/2026		0000415329 004			PLDT INC. - PAYMENT FOR THE INTERNET & LANDLINE SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025	5020503000	CHECK	5,625.00
01/13/2026		0000415330 005			CABLE LINK INTERNET INC. - PAYMENT FOR THE INTERNET SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025	5021502000	CHECK	2,999.06
01/13/2026		0000415331 006			CABLE LINK INTERNET INC. - PAYMENT FOR THE INTERNET SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025	5020309000	CHECK	2,999.06
01/13/2026		0000415332 007			WILCON DEPOT, INC. - PAYMENT FOR THE MATERIALS FOR REPAIR OF LAVATORY OF CANTEEN AND OTHERS	5021304002	CHECK	22,088.70
01/15/2026		0000415334 008			MARVIN S. ALMAZAN AUTO SHOP / PAYMENT FOR OTHER MATERIALS SUPPLIES	5021307000	CHECK	26,267.50
01/15/2026		0000415335 009			DUSPENE TRADING - PAYMENT FOR THE JANITORIAL	5020399000	CHECK	88,608.00
01/15/2026		0000415337 010			JSON SCHOOL AND OFFICE SUPPLIES TRADING / PAYMENT FOR COPY PAPER AND MATERIAL FOR ASSESSMENT (RETURNED FROM CHECK NUMBER 415337 CDV NO. 010)	5020201000	CHECK	37,857.14
01/15/2026		0000415338 011			DOÑA MILA FOODS OPC/ PAYMENT FOR THE MEALS OF TEACHERS FOR THE LAC AND MEETING	5020503000	CHECK	20,717.32
01/15/2026		0000415339 012			CABUGA GLASS ALUMINUM IRON WORKS AND SUPPLY / PAYMENT FOR INSTALLATION OF CABINET FOR SNEED	5020201000	CHECK	21,600.00
01/16/2026		0000415340 013			K368INDUSTRIAL TRADING / PAYMENT FOR THE LIGHTING SUPPLIES	5020201000	CHECK	36,342.86
01/21/2026		0000415341 014			R3M ONLINE SHOP / PAYMENT FOR INK FOR PRINTERS HP AND BROTHER	5020399000	CHECK	44,736.00
01/20/2026		0000415343 016			DOUBLEVEYES ENTERPRISES/ PAYMENT FOR THE MATERIALS REPAIR OF RIZO , INK FOR RIZO	5020399000	CHECK	39,897.60
01/16/2026		0000415344 017			CHOWKING PERESH N' FAMOUS FOODS INC. / PAYMENT FOR MEALS FOR THE CONTEST OF PCFOT	5020503000	CHECK	9,204.02
01/16/2026					LEGATO AIRE AIRCONDITIONING SERVICES / PAYMENT FOR 17 UNITS OF WINDOW TYPE , SPLIT TYPE AIRCON	502139000	CHECK	15,105.00
TOTAL								392,760.61

CERTIFICATION

I hereby certify on my official oath that this Report of Checks Issued in 1 sheet(s) is a full, true and correct statement of all checks issued by me during the period stated above for which Check Nos. 415326 to 415332, 415334, 415335-415337 to 415344 inclusive, were actually issued by me in payment for obligations shown in unattached disbursement vouchers/payroll.

LILIBETH D. SANTAMARIA
School Principal
Name and Signature of Disbursing Officer/Cashier
Official Designation
Date

CASH IN BANK REGISTER

Entity Name: SAN ANTONIO NATIONAL HIGH SCHOOL, PARAÑAQUE
Sub-Office/District/Division: DISTRICT X- PARAÑAQUE CITY
Municipality/City/Province: PARAÑAQUE CITY
Fund Cluster :01101101

Date	Check No.	Particulars	CASH IN BANK													
			Deposits	Withdrawals/ Payments	Balance	INTERNET SUBSCRIPTION EXPENSES	REPRESENTATION EXPENSES	Office Supplies and Material Supplies	REPAIRS AND MAINTENANCE- SCHOOL BUILDING	OTHER SUPPLIES and MATERIALS EXPENSES	PETTY CASH	OTHER MAINTENANCE & OPERATING EXPENSES	Fuel, Oil & Lubricants Expenses			
01-09-2026	9992600028	LILIBETH D. SANANTAMARIA / MOOE 02 - 2026 -01 - 20026 JANUARY 2026	420,000.00		420,000.00											
01/19/2026	416328	LILIBETH D. SANTAMARIA PETTY CASH VOUCHER for JANUARY 2026		4,000	416,000.00									4,000.00		
01/19/2026	0000415327	LARIJAN REBEL GAS STATION INC. - PAYMENT FOR THE DIESEL OF SCHOOL VEHICLE FOR THE MONTH OF JANUARY 2026		9,464.29	406,535.71											9,464.29
01/19/2026	0000415328	CABLE LINK INTERNET INC. - PAYMENT FOR THE INTERNET SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025		5,249.06	401,286.65	5,249.06										
01/19/2026	0000415329	PLAT INC. - PAYMENT FOR THE INTERNET & LANDLINE SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025		5,625.00	395,661.65	5,625.00										
01/19/2026	0000415330	CABLE LINK INTERNET INC. - PAYMENT FOR THE INTERNET SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025		2,999.06	392,662.59	2,999.06										
01/19/2026	0000415331	CABLE LINK INTERNET INC. - PAYMENT FOR THE INTERNET SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025		2,999.06	389,663.53	2,999.06										
01/19/2026	0000415332	WILCON DEPOT, INC. - PAYMENT FOR THE MATERIALS FOR REPAIR OF LAMINATOR OF CANTEN AND OTHERS		22,088.70	367,574.83				22,088.70							26,267.50
01/19/2026	0000415334	MARVIN B. ALMAZAN AUTO SHOP / PAYMENT FOR THE REPAIR AND CHANGE OIL OF SCHOOL VEHICLE		26,267.50	341,307.33											
01/19/2026	0000415335	DEPERENTE TRADING - PAYMENT FOR THE JANITORIAL		88,608.00	252,699.33											
01/19/2026	0000415337	JOJO SCHOOL AND OFFICE SUPPLIES TRADING / PAYMENT FOR COPY PAPER AND MATERIAL FOR ASSESSMENT		37,857.14	214,842.19											
01/19/2026	0000415338	POKA WITH A FOODS ONV / PAYMENT FOR THE MEALS OF TEACHERS FOR THE LAC AND MEETING		20,717.32	194,124.87		20,717.32									
01/19/2026	0000415339	CANDIDA GLASS ALUMINUM JOJO WORKS AND SUPPLY / PAYMENT FOR INSTALLATION OF CABINET FOR SNEED		21,600.00	172,524.87											
01/19/2026	0000415340	K&KINDUSTRIAL TRADING / PAYMENT FOR THE LIGHTING SUPPLIES		36,342.86	136,182.01											
01/19/2026	0000415341	ROM ORTIZ AUTO SHOP / PAYMENT FOR INK FOR PRINTERS HP AND BROTHER		44,736.00	91,446.01											
01/21/2026	0000415342	DOMINICAS BERTOLINO / PAYMENT FOR THE MATERIALS REPAIR OF RIZO . INK FOR RIZO		39,897.60	51,548.41											
01/20/2026	0000415343	CHOWKING FRESHER N FALDO'S FOODS INC. / PAYMENT FOR MEALS FOR THE CONTEST OF PCOT		9,204.02	42,344.39		9,204.02									
01/16/2026	0000415344	LEGATO ALME AIRCONDITIONING SERVICES / PAYMENT FOR 17 UNITS OF WINDOW TYPE . SPLIT TYPE AIRCON		15,105.00	27,239.39											
			420,000.00		27,596.53	16,872.18	29,921.34		22,088.70	284,146.60	4,000.00					35,731.79

Certified Correct:

LILIBETH D. SANANTAMARIA
Signature Over Printed Name

Districting Officer

Date _____

Department/Agency : SAN ANTONIO NATIONAL HIGH SCHOOL PARAÑAQUE
Sub-Office/District/Division: DISTRICT X- PARAÑAQUE CITY
Parañaque/City/Province: PARAÑAQUE CITY

**Petty Cash Fund Custodian :
Fund Cluster : 01101101
Sheet No. : 1**

ELIBETH D. SANTAMARIA
(Signature over Printed)
Name: Petty Cash Fund Principal II
1/20/2026
DATE

LILBETH D. SANTAMARIA Petty Cash Fund Custodian	LILBETH D. SANTAMARIA Official Designation	010-010 Station
---	--	---------------------------

[illegible]

LILIBETH B. SANTAMARIA
Name and Signature of Petty Cash Fund Custodian

01/22/2025