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 Date: 01/27/26	B Certified: **LORETA B. TORRECAMPO,CESO V** Schools Division Superintendent Date: ______________	C Certified: Supporting documents complete and proper **SHIRLEY S. TRINIDAD** Accountant III JEV No.: ______________ Date: ______________

ACCOUNTING UNIT
REVISED COPY
DATE: 2/4/26 TIME: 8:27am

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 Cluster : ____________

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	Payements	Balance	Due to BIR	BREAKDOWN OF PAYMENTS Account Description		
01/09/2026	9982600028	MOOE 02 - 2026 -01 - 20026 JANUARY 2026	420,000.00		420,000.00				
01/13/2026	415326 - 001	LILIBETH D. SANTAMARIA - PETTY CASH FUND APRIL 2025		4,000.00	420,000.00			10101020	
01/14/2026	2026-01 - 001-415326	**CHECHEK BOOKLET** (PAYMENT FOR CHECK BOOKLET)		1,200.00	418,800.00		ACCOUNTABLE FORMS EXPENSES	5020302000	1,200.00
01/19/2026	2026-01 - 002-415326	**SMART COMMUNICATION** (MOBILE COMMUNICATION EXPENSES)		1,000.00	417,800.00		MOBILE EXPENSES	5020502001	1,000.00
01/22/2026	2026-01 - 003-415326	**MHELEDZ PRINTING SHOP** (PAYMENT FOR THE TARPAULIN OF PCFOT, EARLY REGISTRATION)		1,500.00	416,300.00		OTHER SUPPLIES AND MATERIALS EXPENSES	5020399000	1,500.00
01/22/2026	2026-01 - 004-415326	**ACE HARDWARE PHILIPPINES** (PAYMENT FOR THE BATTERY AND OTHERS)		300.00	416,000.00		OTHER SUPPLIES AND MATERIALS EXPENSES	5020309000	300.00
01/13/2026	0000415327 002	**LAMUAN SHELL GAS STATION INC.** PAYMENT FOR THE DIESEL OF SCHOOL VEHICLE FOR THE MONTH OF JANUARY 2026		9,464.29	406,535.71	535.71	FUEL , OIL AND LUBRICANTS EXPENSES	5020309000	10,000.00
01/13/2026	0000415328 003	**CABLE LINK INTERNET INC.** - PAYMENT FOR THE INTERNET SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025		5,249.06	401,286.65	349.94	INTERNET SUBSCRIPTION EXPENSES	5020503000	5,599.00
01/13/2026	0000415329 004	**PLDT INC.** - PAYMENT FOR THE INTERNET & LANDLINE SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025		5,625.00	395,661.65	375.00	INTERNET SUBSCRIPTION EXPENSES	5020503000	6,000.00
01/13/2026	0000415330 005	**CABLE LINK INTERNET INC.** - PAYMENT FOR THE INTERNET SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025		2,999.06	392,662.59	199.94	INTERNET SUBSCRIPTION EXPENSES	5020503000	3,199.00
01/13/2026	0000415331 006	**CABLE LINK INTERNET INC.** - PAYMENT FOR THE INTERNET SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025		2,999.06	389,663.53	199.94	INTERNET SUBSCRIPTION EXPENSES	5020503000	3,199.00
01/13/2026	0000415332 007	**WILCON DEPOT, INC. .** - PAYMENT FOR THE MATERIALS FOR REPAIR OF LAVATORY OF CANTEEN AND OTHERS		22,088.70	367,574.83	1,250.30	REPAIRS ANDF MAINTENANCE - SCHOOL BUILDING	5021304002	23,339.00
01/15/2026	0000415334 008	**MARVIN S. ALMAZAN AUTO SHOP** / PAYMENT FOR THE REPAIR AND CHANGE OIL OF SCHOOL VEHICLE		26,267.50	341,307.33	1,382.50	FUEL , OIL AND LUBRICANTS EXPENSES	5020309000	27,650.00
01/15/2026	0000415335 009	**DUSPHENE TRADING** - PAYMENT FOR THE JANITORIAL		88,608.00	252,699.33	3,692.00	OTHER SUPPLIES AND MATERIALS EXPENSES	5020399000	92,300.00
01/15/2026	0000415337 010	**JSON SCHOOL AND OFFICE SUPPLIES TRADING** / PAYMENT FOR COPY PAPER AND MATERIAL FOR ASSESSMENT		37,500.00	215,199.33	2,142.86	OTHER SUPPLIES AND MATERIALS EXPENSES	5020399000	39,642.86
01/15/2026	0000415338 011	**DOÑA MILA FOODS OPC**/ PAYMENT FOR THE MEALS OF TEACHERS FOR THE LAC AND MEETING		20,717.32	194,482.01	1,172.68	REPRESENTATION EXPENSES	5029903000	21,890.00
01/15/2026	0000415339 012	**CABUGA GLASS ALUMINUM IRON WORKS AND SUPPLY** / PAYMENT FOR INSTALLATION OF CABINET FOR SNED		21,600.00	172,882.01	900.00	OTHER SUPPLIES AND MATERIALS EXPENSES	5020399000	22,500.00
01/16/2026	0000415340 013	**K368INDUSTRIAL TRADING** / PAYMENT FOR THE LIGHTING SUPPLIES		36,342.86	136,539.15	2,057.14	OTHER SUPPLIES AND MATERIALS EXPENSES	5020399000	38,400.00
01/16/2026	0000415341 014	**R3M ONLINE SHOP** / PAYMENT FOR INK FOR PRINTERS HP AND BROTHER		44,736.00	91,803.15	1,864.00	OTHER SUPPLIES AND MATERIALS EXPENSES	5020399000	46,600.00
01/21/2026	0000415342	**DOUBLEVES ENTERPRISES**/ PAYMENT FOR THE MATERIALS REPAIR OF RIZO , INK FOR RIZO		39,897.60	51,905.55	1,662.40	OTHER SUPPLIES AND MATERIALS EXPENSES	5020399000	41,560.00
01/20/2026	0000415343 016	**CHOWKING FERESH N' FAMOUS FOODS INC.** / PAYMENT FOR MEALS FOR THE CONTEST OF PCFOT		9,204.02	42,701.53	520.98	REPRESENTATION EXPENSES	5029903000	9,725.00
01/16/2026	0000415344 017	**LEGATO AIRE AIRCONDITIONING SERVICES** / PAYMENT FOR 17 UNITS OF WINDOW TYPE , SPLIT TYPE AIRCON		15,105.00	27,596.53	795.00	REPAIRS AND MAINTENACE -OFFICE EQUIPMENT	5021305002	15,900.00

Subject of ADA (where applicable)

Sub-Office/District/Division: **SAN ANTONIO NATIONAL HIGH SCHOOL PARAÑAQUE**
Municipality/City/Province: **PARAÑAQUE CITY**
Fund Cluster : ______________________

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

			Cash advance	Payments	Balance	Due to BIR	BREAKDOWN OF PAYMENTS Account Description	UACS Code	Amount
01/30/2026	0000415348 018	**JSON SCHOOL AND OFFICE SUPPLIES TRADING** / PAYMENT FOR COPY PAPER AND MATERIAL FOR ASSESSMENT		357.14	27,239.39		OTHER SUPPLIES AND MATERIALS EXPENSES	5020399000	357.14
TOTAL			420,000.00	392,760.61	27,239.39	19,100.39			411,861.00

Recapitulation:

Account Description	UACS Object Code	Amount
PETTY CASH EXPENSES	5020301000	1,000.00
FUEL, OIL AND LUBRICANTS EXPENSE	5020309000	37,650.00
INTERNET SUBSCRIPTION EXPENSES	5020503000	17,997.00
REPAIR AND MAINTENANCE OTHER SCHOOL BUILDING	5021304099	23,339.00
REPRESENTATION EXPENSES	5020309000	31,615.00
OTHER SUPPLIES AND MATERIALS EXPENSES	5020399000	283,160.00
REPAIRS AND MAINTENACE -OFFICE EQUIPMENT	5021305002	15,900.00
ACCOUNTABLE FORMS EXPENSES	5020302000	1,200.00
Due to BIR		19,100.39
Total		392,760.61

The total of the 'Advances for Operating Expenses – Payments' column must always be equal to the sum of the totals of the 'Breakdown of Payments' columns.

CERTIFIED CORRECT:

LILIBETH D. SANTAMARIA
Principal II
Date: 01/20/2026

RECEIVED BY:

SHIRLEY S. TRINIDAD
Accountant III
Date: ______________

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

ITEM NO.	PAYEE	PARTICULARS	TOTAL AMOUNT	BREAKDOWN EXPENSES												
				Internet Expenses (5020503000)	Tel/Mobile Expenses (5020502001)	Training Expenses (5020201000)	Office Supplies (5020301000)	Repair and Maintenance School Building (5021304002)	Fuel, Oil and Lubricant Expenses (5020309000)	Repair and Maintenance Other Property and Equipment (5021399000)	Repair and Maintenance Vehicle (5021307000)	Other Maintenance and Operating Expenses (5029999099)	Semi Expendable Furnitures 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 Gestetner and Rizo Ink	40,200.00							40,200.00					
9		Materials for the Repair of lavatory	22,339.00									22,339.00			
10		Cleaning of Airconditioning Units	15,900.00							15,900.00					
11		Meals for LAC and Meetings	40,000.00												40,000.00
12		Purchase of LED Bulbs/Lights	38,400.00										38,400.00		
13		Ink for Printers Hpand 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:

for REENA G. ORQUINA
Public Schools District Supervisor

Approved by:

RODEL C. APOSTOL
Chief, Curriculum Implementation Division

Republic of the Philippines
Department of Education - National Capital Region
SCHOOLS DIVISION OF PARAÑAQUE CITY

DepED

DISBURSEMENT VOUCHER

Fund Cluster	
Date:	JAN 0 9 2026
DV Number:	MO 02-2026 - 1 - 20026

Mode of Payment	☐ MDS Check	☐ Commercial Check	☐ ADA	☐ Others
Payee	414-SAN ANTONIO HIGH SCHOOL PARAÑAQUE	TIN No / EMP. No.	123-564-988	ORS/BURS No.: MO 02-2026- 1 - 20027
Account Number:	001562-1033-05	Responsibility Center		
Office Address	SAN ANTONIO HIGH SCHOOL PARAÑAQUE			

Particulars	Responsibility Center	MFO/PAP	AMOUNT	
Cash Advance to cover the School Maintenance and Operating Expenses (MOOE) for the month JANUARY 2026 NCA-NCR-26-0000112	700109913134	PPA 350		420,000.00
		AMOUNT DUE	Php	420,000.00

A. Certified:

Expenses/Cash Advance necessary, lawful and incurred under my direct supervision.

LILIBETH D. SANTAMARIA
School Principal
Printed Name, Designation and Signature

B. Accounting Entry

Account Title	Account Code	Debit Amount	Credit Amount
DEPARTMENT OF EDUCATION NATIONAL CAPITAL REGION PAID 12 JAN 2026 DIVISION OF PARAÑAQUE CITY Check no: 9982600028 9982600028			
Total Debit / Credit:		-	-

C. Certified	**D. Approved for Payment**
☑ Cash Available ☑ Subject of ADA (where applicable) ☑ Supporting documents Complete & proper	FOUR HUNDRED TWENTY THOUSAND PESOS ONLY (Php. 420,000.00)

Signature			
Printed Name	SHIRLEY S. TRINIDAD	Printed Name	LORETA B. TORRECAMPO, CESO V
Position	Accountant III	Position	Schools Division Superintendent
Date		Date	

E. Receipt of Payment

Check/ADA No.		Date:	Bank Name		JEV No.:
Signature		Date:	Printed Name		Date :
Official Receipt / Other Document				Copy 4 - Payee	

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

Appendix 35

REPORT OF CHECKS ISSUED
Period Covered: NO. JANUARY 2026

Entity Name : SAN ANTONIO NATIONAL HIGH SCHOOL PARAÑAQUE
Fund Cluster : 01101101
Bank Name/Account No. : LAND BANK-

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

Check Date	Check Serial No.	DV/Payroll No. Check no.	ORS/BURS No.	Responsibility Center Code	Payee	UACS Object Code	Nature of Payment	Amount
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
[illegible]3/2026		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			**DUSPHENE 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 SNED	5020201000	CHECK	21,600.00
01/16/2026		0000415340 013			**K368INDUSTRIAL TRADING** / PAYMENT FOR THE LIGHTING SUPPLIES	5020201000	CHECK	36,342.86
[illegible]16/2026		0000415341 014			**R3M ONLINE SHOP** / PAYMENT FOR INK FOR PRINTERS HP AND BROTHER	5020399000	CHECK	44,736.00
01/21/2026		0000415342 015			**DOUBLEVES ENTERPRISES**/ PAYMENT FOR THE MATERIALS REPAIR OF RIZO , INK FOR RIZO	5020399000	CHECK	39,897.60
01/20/2026		0000415343 016			**CHOWKING FERESH N' FAMOUS FOODS INC.** / PAYMENT FOR MEALS FOR THE CONTEST OF PCFOT	5020503000	CHECK	9,204.02
01/16/2026		0000415344 017			**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 the attached disbursement vouchers/payroll.

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

APPENDIX 37

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 ANDF MAINTENANCE - SCHOOL BUILDING	OTHER SUUPLIES and MATERIALS EXPENSES	PETTY CASH	OTHER MAINTENANCE & OPERATING EXPENSES	Fuel,Oil & Lubricants Expenses
							5020301000	5021304099	5020308000	(5020399000)	(5020301000)	(5029999099)	(5020309000)
01-09-2026	9982600028	LILIBETH D. SANATAMARIA / MOOE 02 - 2026 -01 - 20026 JANUARY 2026	420,000.00		420,000.00						4,000.00		
01/13/2026	415328	LILIBETH D. SANTAMARAIA/ PETTY CAHSH VOUCHER for JANUARY 2026		4,000	416,000.00								
01/13/2026	0000415327	LAMUAN SHELL 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
01/13/2026	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							
01/13/2026	0000415329	PLDT INC. - PAYMENT FOR THE INTERNET & LANDLINE SUBSCRIPTION FOR THE MONTH OF SEPTEMBER 2025		5,625.00	395,661.65	5,625.00							
01/13/2026	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							
01/13/2026	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							
01/13/2026	0000415332	WILCON DEPOT, INC. . - PAYMENT FOR THE MATERIALS FOR REPAIR OF LAVATORY OF CANTEEN AND OTHERS		22,088.70	367,574.83				22,088.70				
01/15/2026	0000415334	MARVIN S. ALMAZAN AUTO SHOP / PAYMENT FOR THE REPAIR AND CHANGE OIL OF SCHOOL VEHICLE		26,267.50	341,307.33								26,267.50
01/15/2026	0000415335	DUSPHENE TRADING - PAYMENT FOR THE JANITORIAL		88,608.00	252,699.33					88,608.00			
01/15/2026	0000415337	JSON SCHOOL AND OFFICE SUPPLIES TRADING / PAYMENT FOR COPY PAPER AND MATERIAL FOR ASSESSMENT		37,857.14	214,842.19					37,857.14			
01/15/2026	0000415338	DOÑA MILA FOODS OPC/ PAYMENT FOR THE MEALS OF TEACHERS FOR THE LAC AND MEETING		20,717.32	194,124.87		20,717.32						
01/15/2026	0000415339	CABUGA GLASS ALUMINUM IRON WORKS AND SUPPLY / PAYMENT FOR INSTALLATION OF CABINET FOR SNED		21,600.00	172,524.87					21,600.00			
01/16/2026	0000415340	K36SINDUSTRIAL TRADING / PAYMENT FOR THE LIGHTING SUPPLIES		36,342.86	136,182.01					36,342.86			
01/16/2026	0000415341	R3M ONLINE SHOP / PAYMENT FOR INK FOR PRINTERS HP AND BROTHER		44,736.00	91,446.01					44,736.00			
01/21/2026	0000415342	DOUBLEVES ENTERPRISES/ PAYMENT FOR THE MATERIALS REPAIR OF RIZO , INK FOR RIZO		39,897.60	51,548.41					39,897.60			
01/20/2026	0000415343	CHOWKING FERESH N' FAMOUS FOODS INC. / PAYMENT FOR MEALS FOR THE CONTEST OF PCFOT		9,204.02	42,344.39		9,204.02						
01/16/2026	0000415344	LEGATO AIRE AIRCONDITIONING SERVICES / PAYMENT FOR 17 UNITS OF WINDOW TYPE , SPLIT TYPE AIRCON		15,105.00	27,239.39					15,105.00			
			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. SANTAMARIA
Signature Over Printed Name
Disbursing Officer

Appendix 49

REPORT ON PAID PETTY CASH VOUCHERS

Period Covered: JANUARY 01-31, 2026

Entity Name: SAN ANTONIO NATIONAL HIGH SCHOOL PARAÑAQUE
Fund Cluster: 01101101

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

Date	Petty Cash Voucher No.	Particulars	Amount
01/13/2026	0000415326	PCF 2026	4,000.00
01/14/2026	2026 - 01- 001	**LAND BANK OF THE PHILIPPINES** (PAYMENT FOR THE CHECK BOOKLET	1,200.00
01/19/2026	2026 - 01- 002	**SMART COMMUNICATION** (MOBILE EXPENSES)	1,000.00
01/22/2026	2026 - 01- 003	**MHELEDZ PRINTING SHOP** (ELECTRIC BELL FOR SCHOOL DISSASTER)	1,500.00
01/22 /2026	2026 - 01- 004	**ACE HARDWARE PHILIPPINES, INC.** (PAYMENT FOR OTHER SUPPLIES)	300.00
TOTAL			4,000.00

I hereby certify to the correctness of the above information.

LILIBETH D. SANTAMARIA
Petty Cash Custodian

01/22/2026
Date

PETTY CASH FUND REGISTER

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

Date	PCV/ Check No.	Particulars	PETTY CASH FUND '(10101020)					BREAKDOWN OF PAYMENTS			
								PERSONNEL SERVICES	MAINTENANCE AND OTHER OPERATING EXPENSES		
			Receipts	Payments	Balance	Training Expenses	REPAIRS and MAINTENANCE School Building	Representation	Telephone Expenses - Mobile	Other Materials and Supplies Expenses	Office Supplies Expenses
			(+)	(-)		(5020201000)	(5021304002)	(5029903000)	(5020502001)	(5020399000	5020301000
01/13/2026	00000415326	LILIBETH D. SANTAMARIA/ PCF-REGISTER for JANUARY 2026			4,000.00						
01/14/2026	2026 - 01- 001	**LAND BANK OF THE PHILIPPINES** (PAYMENT FOR THE CHECK BOOLLET)		1,200.00	2,800.00					1,200.00	
01/19/2026	2026 - 01- 002	**SMART COMMUNICATION** (MOBILE EXPENSES)		1,000.00	1,800.00				1,000.00		
01/22/2026	2026 - 01- 003	**MHELEDZ PRINTING SHOP** (PAYMENT FOR THE TARPAULIN)		1,500.00	300.00					1,500.00	
01/22 /2026	2026 - 01- 004	**ACE HARDWARE PHILIPPINES, INC.** (PAYMENT FOR OTHER SUPPLIES)		300.00	-						300.00
		RETURNED P642.86 FROM CHECKNUMBER 415337 DV. NO 010									
TOTAL				4,000.00					1,000.00	2,700.00	300.00

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

PETTY CASH FUND RECORD

Entity Name : SAN ANTONIO NATIONAL HIGH SCHOOL PARAÑAQUE
Fund Cluster: 01101101

LILIBETH D. SANTAMARIA Petty Cash Fund Custodian		LILIBETH D. SANTAMARIA Official Designation			010-010 Station	
Date	Reference/ Check/ PCV No.	Payee	Nature of Payment	Cash Advance/ Replenishments Received	Disbursements	Cash Advance Balance
		BALANCE FORWARDED				
01/13/2026	0000415326	LILIBETH D. SANTAMARIA/ PCFR for OCTOBER 2025	Cash	4,000.00		4,000.00
01/14/2026	2026 - 01 - 001	**LAND BANK OF THE PHILIPPINES** (PAYMENT FOR THE CHECK BOOKLET	Cash		1,200.00	2,800.00
01/19/2026	2026 - 01 - 002	**SMART COMMUNICATION** (MOBILE EXPENSES)	Cash		1,000.00	1,800.00
01/22/2026	2026 - 01 - 003	**MHELEDZ PRINTING SHOP** (ELECTRIC BELL FOR SCHOOL DISSASTER)	Cash		1,500.00	300.00
01/22 /2026	2026 - 01 - 004	**ACE HARDWARE PHILIPPINES, INC.** (PAYMENT FOR OTHER SUPPLIES)	Cash		300.00	
						0.00

C E R T I F I C A T I O N

I hereby certify that the foregoing is a correct and complete record of all cash advances received and disbursements made by me in my capacity as Petty Cash Fund Custodian of SAN ANTONIO NATIONAL HIGH SCHOOL PARAÑAQUE during the period from to JANUARY 1- 31, 2026 inclusive, as indicated in the corresponding columns.

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

01/22/2025