

checked  
2/27  
6/2 3/4

Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
**SCHOOLS DIVISION OF GENERAL TRIAS CITY**

**MOOE REQUIREMENTS**

- ☒ Liquidation Report  
☒ Cash Disbursement Register  
☒ Photocopy of Disbursement Voucher (CA Liquidated)

**Supplies and Other Materials**

- ☒ Official Receipts/Sales Invoices  
☒ BIR Forms 2306/2307  
☒ Purchase Request  
☒ Inspection and Acceptance Form  
☒ Purchase Order  
☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)  
☒ Inventory Custodian Slip (for non-consumable items)  
☒ Pictures of Purchased Good/s (signed by the Inspection Committee)

**Fidelity Bond**

- ☒ Reimbursement Expense Receipt (RER)

**Payroll**

- ☒ Payroll  
☒ DTR  
☒ Job Order Contract (signed by SDS)

**Utilities**

- ☒ Official Receipt  
☒ Billing Statement  
☒ BIR Form 2306/2307

**Registration Fee**

- ☒ Travel Order signed by SDS / Regional Director  
☒ Memorandum  
☒ Certificate of Appearance  
☒ Official Receipt (OR)

- ☒ Summary of Tax Withheld  
☒ Narrative Report

**Repairs and Maintenance**

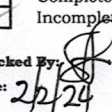
- ☒ Official Receipts (OR)  
☒ Delivery Receipts (if not itemized in OR)  
☒ BIR Forms 2306/2307  
☒ Purchase Request  
☒ Inspection and Acceptance Form  
☒ Purchase Order  
☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)  
☒ Program of Works signed by Division Engineer (Materials and Labor - P10,000.00 and above)  
☒ Pictures of Repair and Materials (signed by the Inspection Committee)

**Travelling Expenses**

- ☒ Travel Order signed by SDS / Regional Director  
☒ Memorandum  
☒ Certificate of Appearance (original copy)  
☒ Official Receipt (fare/registration fee/hotel accomodation)  
☒ Boarding Pass/Airfare ticket (if available)  
☒ Driver's Trip Ticket, if applicable  
☒ Certification of Travel Completed  
☒ Itinerary of Travel (signed by SDS)  
☒ Duly accomplished RER if van hired  
☒ Certificate of Not Requiring Receipt (for P300.00 and below)

**REMARKS:**

- ☒ Complete  
☐ Incomplete

Checked By:   
Date: 2/27/24

Doc.Ref.Code	SDO-OSDS-F001	Rev	00
Effectivity	04.19.23	Page	1-1



DEPARTMENT OF EDUCATION  
DIVISION OF GENERAL TRIAS CITY

**RECEIVED**  
31 JAN 2024

01 No. 01775 By: JY 3:05

**MOOE**

# **LIQUIDATION REPORT**

*January*

**2024**

**LUIS Y. FERRER JR. NORTH  
NATIONAL HIGH SCHOOL**



**LIQUIDATION REPORT**Period Covered **JANUARY 2024**Serial No.: 2024-0033

Date: \_\_\_\_\_

Entity Name :

**DIVISION OF GENERAL TRIAS CITY -  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**

Responsibility Center Code: 307823

Fund Cluster :

**01101101****PARTICULARS****AMOUNT**

Cash Advance for the month of

**JANUARY 2024****₱197,600.00**

TOTAL AMOUNT SPENT

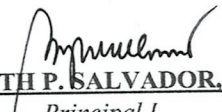
→ ₱ 197,600.00

AMOUNT OF CASH ADVANCE PER DV NO. \_\_\_\_\_ DTD. \_\_\_\_\_

→ ₱ 197,600.00

AMOUNT REFUNDED PER OR NO. \_\_\_\_\_ DTD. \_\_\_\_\_

AMOUNT TO BE REIMBURSED

A Certified: Correctness of the  
above data  
**NANETH P. SALVADOR, EdD**  
Principal IB Certified: Purpose of travel /  
cash advance duly accomplished  
**DAISY Z. MIRANDA, CESO V**  
Schools Division SuperintendentC Certified: Supporting  
documents complete and proper  
**CHRISTINE ANN B. CORDERO**  
Accountant III

Date: \_\_\_\_\_

Date: \_\_\_\_\_

JEV No.: \_\_\_\_\_

Date: \_\_\_\_\_



## CASH DISBURSEMENTS REGISTER

Entity Name: LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
 Sub-Office/District/Division: DIVISION OF GENERAL TRIAS CITY  
 Municipality/City/Province: GENERAL TRIAS CITY  
 Fund Cluster : 01-101-101


Name of Accountable Officer: NANETH P. SALVADOR, EdD  
 Official Designation: Principal I  
 Station: MOOE-Secondary  
 Register No. : 1  
 Sheet No. :

Date	DV/Payroll/ Check No.	Particulars	Advances for Operating Expenses (19901010)			BREAKDOWN OF PAYMENTS						
			Amount			5%	3%	2%	1%	OTHERS		
			Cash Advance	Payments	Balance	(2020101004)	(2020101003)	(2020101002)	(2020101001)	Account Description	UACS Object Code	Amount
			197,600.00									
01/11/2024	0000487560	Payment for Converge ICT Solutions INC. internet expense		2,812.50	194,787.50	133.93		53.57		Internet Expense	5020503000	3,000.00
01/11/2024	0000487561	Payment for PLDT INC. (Guidance Office)		1,217.81	193,569.69	57.99		23.20		Internet Expense	5020503000	1,299.00
01/11/2024	0000487562	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	192,351.88	57.99		23.20		Internet Expense	5020503000	1,299.00
01/12/2024	0000487563	Payment for Air Express Pro Air Conditioning Services		6,359.30	185,992.58		200.82	133.88		Repairs and Maintenance - Semi Expandable Office Equipment	5021321002	6,694.00
01/12/2024	0000487564	Payment for registration fee of 18 participants (individual category) for attending the 2024 Division Schools Press Conference (DSPC)		3,600.00	182,392.58					Training Expenses	5020201002	3,600.00
01/15/2024	0000487565	Payment for Job order payroll (December 16, 2023 to January 15, 2024)		24,200.00	158,192.58					Janitorial Services Other General Services	5021202000 5021299000	18,200.00 6,000.00
01/17/2024	0000487566	Payment for Agua Fuente Management, Inc. for the period 12/12/2023 to 01/10/2024		13,027.35	145,165.23	620.35		248.14		Water Expenses	5020401000	13,895.84
01/17/2024	0000487567	Payment for registration fee of 29 participants (Radio broadcasting, CDP, Online Publishing, Mobile Journalism) for attending the 2024 Division Schools Press Conference (DSPC)		5,800.00	139,365.23					Training Expenses	5020201002	5,800.00
01/23/2024	0000487568	Payment for ACVI Enterprises		36,009.60	103,355.63		1,125.30		375.10	Semi-Expendable Sports Equipment	5020321012	37,510.00
01/24/2024	0000487569	Payment for Luigi & Gerardo Trading		38,216.78	65,138.85	1,802.68			360.54	Semi-Expendable Sports Equipment	5020321012	40,380.00
01/26/2024	0000487570	Payment for ACVI Enterprises		3,622.85	61,516.00		113.21		37.74	Office Supplies Expenses	5020301002	3,773.80
01/29/2024	0000487571	Payment for Kenneth Albert Home Furnishing Shop		38,016.00	23,500.00		1,188.00		396.00	Semi-Expendable - Furnitures and Fixtures	5020322001	39,600.00
01/29/2024	0000487572	Reimbursement for School Head's mobile expense		1,500.00	22,000.00					Telephone Expenses - Mobile	5020502001	1,500.00
01/29/2024	0000487573	Payment for Job order payroll (January 16 to January 29, 2024)		22,000.00	0.00					Janitorial Services Other General Services	5021202000 5021299000	16,000.00 6,000.00
		<b>Totals</b>		<b>197,600.00</b>	<b>0.00</b>	<b>2,672.94</b>	<b>2,627.33</b>	<b>481.99</b>	<b>1,169.38</b>			<b>225,051.64</b>
										Recapitulation:		
										Account Description	UACS Object Code	Amount
										Water Expenses	5020401000	13,895.84
										Electricity Expenses	5020402000	-
										Internet Expense	5020503000	5,598.00
										Janitorial Services	5021202000	34,200.00
										Other General Services	5021299000	12,000.00
										Telephone Expenses - Mobile	5020502001	1,500.00
										Office Supplies Expenses	5020301002	3,773.80
										Other Supplies and Materials Expenses	5020399000	-
										Semi-Expendable - Furnitures and Fixtures	5020322001	39,600.00
										Semi-Expendable Sports Equipment	5020321012	77,890.00
										Repairs and Maintenance - Semi Expandable Office Equipment	5021321002	6,694.00
										Training Expenses	5020201002	9,400.00
										Due to BIR	2020101000	(6,951.64)
												<b>197,600.00</b>
										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:

  
 NANETH P. SALVADOR, EdD  
 Principal I

RECEIVED BY:

  
 CHRISTINE ANN V. CORDERO  
 Accountant III

Date:

3/4/2024





Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY

SCHOOL : LUIS Y. FERRER, JR. NORTH NATIONAL HIGH SCHOOL  
DISTRICT: CITY OF GENERAL TRIAS  
MONTH: JANUARY 2024

**SUMMARY OF TAX WITHHELD FROM SUPPLIERS/CONTRACTORS (GOODS/SERVICES)**

No.	NAME OF PAYEE	ADDRESS	VAT /NON-VAT	TIN NO.	GROSS AMOUNT (Tax Base)	TAX RATE	2306 (Amount of Tax Deducted)	2307 (Amount of Tax Deducted)	REMARKS
1	CONVERGE ICT SOLUTIONS INC.	Dasmariñas City, Cavite	VAT	006-895-049-091	2,678.57	7%	133.93	53.57	
2	PLDT INC. (GUIDANCE OFFICE)	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
3	PLDT INC. (ICT/COMPUTER LABORATORY)	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
4	AIR EXPRESS PRO AIR CONDITIONING SERVICES	Sampaloc Manila	NON-VAT	505-244-370-000	6,694.00	5%	200.82	133.88	
5	DEPED DIVISION OF GEN. TRIAS CITY [Registration fee of 18 participants (individual category) for attending the 2024 Division Schools Press Conference (DSPC)]	General Trias City, Cavite	-	-	3,600.00	-	-	-	
6	NANETH P. SALVADOR [Reimbursement of salary for Job Order Personnels for the period December 16, 2023 to January 15, 2024]	-	-	-	24,200.00	-	-	-	
7	AGUA FUENTE MANAGEMENT, INC. [for the period December 12, 2023 to January 10, 2024]	Cainta, Rizal	VAT	010-530-420-000	12,407.00	7%	620.35	248.14	
8	DEPED DIVISION OF GEN. TRIAS CITY [Payment for registration fee of 29 participants (Radio broadcasting, CDP, Online Publishing, Mobile Journalism) for attending the 2024 Division Schools Press Conference (DSPC)]	General Trias City, Cavite	-	-	5,800.00	-	-	-	
9	ACVI ENTERPRISES	Trece Martires City, Cavite	NON-VAT	231-412-875-000	37,510.00	4%	1,125.30	375.10	
10	LUIGI & GERARDO TRADING	Trece Martires City, Cavite	NON-VAT	215-885-979-00000	36,053.57	6%	1,802.68	360.54	
11	ACVI ENTERPRISES	Trece Martires City, Cavite	NON-VAT	231-412-875-000	3,773.80	4%	113.21	37.74	
12	KENNETH ELBERT HOME FURNISHING SHOP	Laguan Rizal, Laguna	NON-VAT	471-476-244-000	39,600.00	4%	1,188.00	396.00	
13	NANETH P. SALVADOR [MOBILE LOAD EXPENSE]	-	-	-	1,500.00	-	-	-	
14	NANETH P. SALVADOR [Reimbursement of salary for Job Order Personnels for the period January 16 to 29, 2024]	-	-	-	22,000.00	-	-	-	
**NOTHING FOLLOWS**									
TOTAL							5,300.27	1,651.37	6,951.64

Certified Correct by:

NANETH P. SALVADOR, EdD  
Principal I



24010027 - 24010059

DIVISION OF GENERAL TRIAS CITY

Fund Cluster :

01

Date: 01/05/2024

DV No. :

MOOE-2024-01-0002

## DISBURSEMENT VOUCHER

Mode of Payment

☐ MDS Check☐ Commercial Check☒ ADA☐ Others: CASH

Payee

VARIOUS SCHOOLS

TIN/Employee No.:

N/A

ORS/BURS No.:

2024-01-0002

Address

DIVISION OF GENERAL TRIAS CITY

Particulars	Responsibility Center	MFO/PAP	Amount
To download MOOE allocation of various schools for the month of January 2024 in the total amount of .....	MOOE	310400100002000 310400100003000 310400100004000	4,561,900.00
Amount Due			4,561,900.00

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

ALMA C. CRUZADA

Administrative Officer V

Printed Name, Designation and Signature of Supervisor

B. Accounting Entry:

Account Title	UACS Code	Debit	Credit
Advances for Operating Expenses	1990101000	4,561,900.00	4,561,900.00
Cash - National Treasury, Modified Disbursement System	1010404000		

C. Certified:

- ☒ Cash available
- ☒ Subject to Authority to Debit Account (when applicable)
- ☒ Supporting documents complete and amount claimed proper

D. Approved for Payment

Four Million Five Hundred Sixty One Thousand Nine Hundred Pesos Only

Signature

Signature

Printed Name

CHRISTINE ANN B. CORDERO

Printed Name

DAISY Z. MIRANDA, CESO V

Position

Accountant III

Position

Schools Division Superintendent

Head, Accounting Unit/Authorized Representative

Agency Head/Authorized Representative

Date

JAN 05 2024

Date

E. Receipt of Payment

Check/  
ADA No. :

Date :

Bank Name &amp; Account Number:

JEV No.

Signature :

Date :

Printed Name:

Date

Official Receipt No. &amp; Date/Other Documents



# PAYROLL

## SCHOOL MOOE ALLOCATION (REGULAR)

For the period January 01, 2024 to January 31, 2024

Payroll No. : \_\_\_\_\_ of \_\_\_\_\_  
Sheet 1 3

Division Name : DIVISION OF GENERAL TRIAS CITY  
Cluster : 1101101

BEIS School ID	School Name	Account Number	Gross Amount							Net Amount		Signature of Recipient
107944	Angel L. Bawalan Elementary School	2712-1034-37	48,450.00							48,450.00	24010027	
107945	Gen. Gregorio S. Alona, Sr. Memorial Elementary School	2712-1034-96	191,900.00							191,900.00	24010028	
107946	Buenavista Elementary School	2712-1034-10	144,400.00							144,400.00	24010029	
107947	Gen. Trias Memorial Elementary School	2712-1037-04	91,200.00							91,200.00	24010030	
107948	Ipilan Barrio School	2712-1035-18	30,400.00							30,400.00	24010031	
107949	Javalera Elementary School	2712-1034-29	49,400.00							49,400.00	24010032	
107950	Luis Ferrer III Memorial Elementary School	2712-1035-93	41,800.00							41,800.00	24010033	
107951	Manggahan Elementary School	2712-1035-26	122,550.00							122,550.00	24010034	
107952	Panungyanan Elementary School	2712-1034-02	37,050.00							37,050.00	24010035	
107953	Juliano C. Brosas Elementary School	2712-1036-58	110,200.00							110,200.00	24010036	
107954	Pasong Kawayan II Elementary School	2712-1035-85	89,300.00							89,300.00	24010037	
107955	Tapia Elementary School	2712-1035-42	48,450.00							48,450.00	24010038	
107956	Tejero Elementary School	2712-1036-23	52,250.00							52,250.00	24010039	
164008	Belvedere Elementary School	2712-1036-74	146,300.00							146,300.00	24010040	
107957	Bacao Elementary School	2712-1036-74	73,150.00							73,150.00	24010041	
	<b>Sub Total</b>		<b>1,276,800.00</b>							<b>1,276,800.00</b>		

A	CERTIFIED: Services duly rendered as stated.	APPROVED FOR PAYMENT:	One Million Two Hundred Seventy-Six Thousand Eight Hundred Pesos Only	₱1,276,800.00
	<u>ALMA C. CRUZADA</u> Administrative Officer V Date _____	<u>DAISY Z. MIRANDA, CESO V</u> Schools Division Superintendent Date _____		
B	CERTIFIED: Supporting documents complete and proper and cash available in the amount of P <u>₱1,276,800.00</u>	CERTIFIED: Each employee whose name appears on the payroll has been paid the amount as indicated opposite his/her name	<b>E</b> ORS/BURS No. : _____ Date : _____ JEV No. : _____ Date : _____	
	<u>CHRISTINE ANN B. CORDERO</u> Accountant III Date _____	<u>MELISSA P. SARMIENTO</u> Cashier III Date _____		



# PAYROLL

## SCHOOL MOOE ALLOCATION (REGULAR)

For the period January 01, 2024 to January 31, 2024

Payroll No. : 2 of 3  
Sheet

City Name : DIVISION OF GENERAL TRIAS CITY  
and Cluster : 1101101

Serial No.	BEIS School ID	School Name	Account Number	Gross Amount							Net Amount		Signature of Recipient
											22,800.00		24010042
											72,200.00		24010043
16	107958	Caritas Bukid Kabataan Elementary School	2712-1034-88	22,800.00							85,500.00		24010044
17	107959	Diego Mojica Memorial School	2712-1033-99	72,200.00							186,200.00		24010045
18	107960	Gen. Artemio Ricarte Memorial School	2712-1036-40	85,500.00							171,000.00		24010046
19	107961	Mary Cris Elementary School	2712-1035-69	186,200.00							120,650.00		24010047
20	107962	Navarro Elementary School	2712-1036-15	171,000.00							114,950.00		24010048
21	107963	Parklane Elementary School	2712-1035-34	120,650.00							86,450.00		24010049
22	107964	Cecilio M. Saliba Elementary School	2712-1035-77	114,950.00							158,650.00		24010050
23	107965	San Francisco Elementary School	2712-1037-12	86,450.00							161,500.00		24010051
24	107966	Santiago Elementary School	2712-1037-20	158,650.00							279,300.00		24010052
25	107967	Tropical Village Elementary School	2712-1034-70	161,500.00							192,850.00		24010053
26	164017	Sunny Brooke Elementary School	2712-1036-31	279,300.00							129,200.00		24010054
27	164020	Pasong Kawayan II West Elementary School	2712-1036-07	192,850.00							279,300.00		24010055
28	0904139	Andres A. Nocon National High School	2712-1035-00	129,200.00							182,400.00		24010056
29	0904137	Governor Luis A. Ferrer Jr. East National High School	2712-1033-80	279,300.00							2,242,950.00		
30	0904138	Governor Ferrer National High School - Biclatan Annex	2712-1036-66	182,400.00							3,519,750.00		
		Sub Total		2,242,950.00									
		Balance Forwarded		3,519,750.00									

**A** CERTIFIED: Services duly rendered as stated.

ALMA C. CRUZADA  
Administrative Officer V  
Date

APPROVED FOR PAYMENT: Three Million Five Hundred Nineteen Thousand Seven Hundred Fifty Pesos Only **₱3,519,750.00**

DAISY Z. MIRANDA, CESO V  
Schools Division Superintendent  
Date

**B** CERTIFIED: Supporting documents complete and proper, and cash available in the amount of P **₱3,519,750.00**

CHRISTINE ANN B. CORDERO  
Accountant III  
Date

CERTIFIED: Each employee whose name appears on the payroll has been paid the amount as indicated opposite his/her name

MELISSA P. SARMIENTO  
Cashier III

**E**

ORS/BURS No. : \_\_\_\_\_

Date : \_\_\_\_\_

JEV No. : \_\_\_\_\_

Date : \_\_\_\_\_



## PAYROLL

### SCHOOL MOOE ALLOCATION (REGULAR)

For the period January 01, 2024 to January 31, 2024

Entity Name : DIVISION OF GENERAL TRIAS CITY  
Fund Cluster : 1101101

Payroll No. : \_\_\_\_\_  
Sheet 3 of 3

[illegible]





Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY  
**LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**

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**DAISY Z. MIRANDA, CESO V**  
Schools Division Superintendent  
Division of General Trias City  
General Trias City, Cavite

**Madam:**

I have the honor to submit herewith the Cash Disbursement Register for the month of January 2024 and Summary of Tax Withheld from Suppliers Contractors (Goods/Services) of the above-mentioned school.

Very truly yours,

**NANETH P. SALVADOR, EdD**  
*Principal I*






Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY  
**LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**

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**NARRATIVE ON THE UTILIZATION OF MOOE OF LUIS Y.  
FERRER, JR. NORTH NATIONAL HIGH SCHOOL FOR THE  
MONTH OF JANUARY 2024**

Our school utilized ₱197,600.00 MOOE as payment for water bills, internet expenses, payment for December 16 to January 29, 2024 salary of school's Utility/Maintenance and Admin Aide, procurement of sports equipments that will be used during the City Athletic Meet 2024, payment for the registration of fee of the participants of the Division Schools Press Conference (DSPC), procurement of Korean blinds, reimbursement of School Head's postpaid plan and purchasing of school/office supplies.

  
**NANETH P. SALVADOR, EdD**  
*Principal I*



checked  
 3/12  
 01/23/18  
**Republic of the Philippines**  
**Department of Education**  
 REGION IV-A CALABARZON  
**SCHOOLS DIVISION OF GENERAL TRIAS CITY**

**MOOE REQUIREMENTS**

☒ Liquidation Report  
☒ Cash Disbursement Register  
☒ Photocopy of Disbursement Voucher (CA Liquidated)

**Supplies and Other Materials**

☒ Official Receipts/Sales Invoices  
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☒ (Materials and Labor - P10,000.00 and above)  
☒ Pictures of Repair and Materials (signed by the Inspection Committee)

**Travelling Expenses**

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☒ Memorandum  
☒ Certificate of Appearance (original copy)  
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☒ Boarding Pass/Airfare ticket (if available)  
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☒ Certification of Travel Completed  
☒ Itinerary of Travel (signed by SDS)  
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☒ Certificate of Not Requiring Receipt (for P300.00 and below)

**REMARKS:**

☒ Complete  
☐ Incomplete

Checked By: *[Signature]*

Date: 3/1/24

Doc.Ref.Code	SDO-OSDS-F001	Rev	00
Effectivity	04.19.23	Page	1-1



MOOE

DEPARTMENT OF EDUCATION  
DIVISION OF GENERAL TRIAS CITY

RECEIVED  
29 FEB 2024

02 No. 01766 By: *M. L. L.*

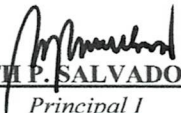


# LIQUIDATION REPORT

February

2024

LUIS Y. FERRER JR. NORTH  
NATIONAL HIGH SCHOOL



<b>LIQUIDATION REPORT</b>		Serial No.: <u>2024 - 0096</u>
Period Covered <span style="float: right;">FEBRUARY 2024</span>		Date: _____
Entity Name : <span style="float: right;"><b>DIVISION OF GENERAL TRIAS CITY - LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL</b></span>		<b>Responsibility Center Code: 307823</b>
Fund Cluster : <span style="float: right;"><b>01101101</b></span>		
PARTICULARS	AMOUNT	
<p style="text-align: center;">Cash Advance for the month of</p> <p style="text-align: center;"><b>FEBRUARY 2024</b></p>	<p><b>₱197,600.00</b></p>	
TOTAL AMOUNT SPENT	→	₱ 197,600.00
AMOUNT OF CASH ADVANCE PER DV NO. _____ DTD. _____	→	₱ 197,600.00
AMOUNT REFUNDED PER OR NO. _____ DTD. _____	→	
AMOUNT TO BE REIMBURSED	→	-
<p><b>A</b> Certified: Correctness of the above data</p> <div style="text-align: center; margin-top: 50px;">   <u>NANETH P. SALVADOR, EdD</u>  <i>Principal I</i> </div> <p>Date: _____</p>	<p><b>B</b> Certified: Purpose of travel / cash advance duly accomplished</p> <div style="text-align: center; margin-top: 50px;">   <u>DAISY Z. MIRANDA, CESO V</u>  <i>Schools Division Superintendent</i> </div> <p>Date: _____</p>	<p><b>C</b> Certified: Supporting documents complete and proper</p> <div style="text-align: center; margin-top: 50px;">   <u>CHRISTINE ANN B. CORDERO</u>  <i>Accountant III</i> </div> <p>JEV No.: _____</p> <p>Date: _____</p>



## CASH DISBURSEMENTS REGISTER

Entity Name: **LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**

Sub-Office/District/Division: **DIVISION OF GENERAL TRIAS CITY**

Municipality/City/Province: **GENERAL TRIAS CITY**

Fund Cluster : **01-101-101**

Name of Accountable Officer: **NANETH P. SALVADOR, EdD**

Official Designation: **Principal I**

Station: **MOOE-Secondary**

Register No. : **1**

Sheet No. :

Date	DV/Payroll/ Check No.	Particulars	Advances for Operating Expenses (19901010)			BREAKDOWN OF PAYMENTS						
			Amount			5%	3%	2%	1%	OTHERS		
			Cash Advance	Payments	Balance	(202010100)	(2020101003)	(2020101002)	(2020101001)	Account Description	UACS Object Code	Amount
			<b>197,600.00</b>									
02/08/2024	0000487574	Payment for Meralco for the period of 12/29/ 2023 to 01/28/2024		21,508.99	176,091.01	1,663.06		681.93		Electricity Expenses	5020402000	23,853.98
02/08/2024	0000487575	Payment for Converge ICT Solutions INC. internet expense		2,812.50	173,278.51	133.93		53.57		Internet Subscription Expenses	5020503000	3,000.00
02/08/2024	0000487576	Payment for PLDT INC. (Guidance Office)		1,217.81	172,060.70	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
02/08/2024	0000487577	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	170,842.89	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
02/14/2024	0000487578	Payment for Luigi & Gerardo Trading		40,743.74	130,099.15	1,921.88			384.38	Semi-Expendable - Office Equipment Other Supplies and Materials Expenses	5020321002 5020399000	37,000.00 6,050.00
02/19/2024	0000487579	Payment for Agua Fuente Management, Inc. for the period 01/11/2024 to 02/10/2024		10,659.60	119,439.55	507.60		203.04		Water Expenses	5020401000	11,370.24
02/22/2024	0000487580	Payment for the siphoning of septic tank and declogging of drainage, sink & toilet.		15,000.00	104,439.55					Other General Services	5021299000	15,000.00
02/22/2024	0000487581	Reimbursement for School Head's mobile expense		1,500.00	102,939.55					Telephone Expenses - Mobile	5020502001	1,500.00
02/26/2024	0000487582	Payment for Shoppau office and school supplies trading		42,671.50	60,268.05		1,333.48		444.49	Office Supplies Expenses Other Supplies and Materials Expenses	5020301002 5020399000	29,744.00 14,705.47
02/27/2024	0000487583	Payment for ACVI Enterprises		8,578.05	51,690.00		268.06		89.35	Office Supplies Expenses	5020301002	8,935.46
02/29/2024	0000487584	Payment for postage and courier services		3,290.00	48,400.00					Postage and Courier Services	5020501000	3,290.00
02/29/2024	0000487585	Payment for Job order payroll (January 30 to February 29, 2024)		48,400.00	0.00					Janitorial Services Other General Services	5021202000 5021299000	35,200.00 13,200.00
		<b>Totals</b>		<b>197,600.00</b>	<b>0.00</b>	<b>4,342.45</b>	<b>1,601.54</b>	<b>984.94</b>	<b>918.22</b>			<b>205,447.15</b>
										<b>Recapitulation:</b>		
										<b>Account Description</b>	<b>UACS Object Code</b>	<b>Amount</b>
										Water Expenses	5020401000	11,370.24
										Electricity Expenses	5020402000	23,853.98
										Internet Expense	5020503000	5,598.00
										Janitorial Services	5021202000	35,200.00
										Other General Services	5021299000	28,200.00
										Telephone Expenses - Mobile	5020502001	1,500.00
										Office Supplies Expenses	5020301002	38,679.46
										Other Supplies and Materials Expenses	5020399000	20,755.47
										Semi-Expendable - Office Equipment	5020321002	37,000.00
										Postage and Courier Services	5020501000	3,290.00
										<b>Due to BIR</b>	2020101000	(7,847.15)
												<b>197,600.00</b>

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:

**NANETH P. SALVADOR, EdD**  
Principal I

Date:

RECEIVED BY:

**CHRISTINE ANN S. CORDERO**  
Accountant III

Date: **MAR 18 2024**





Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY

SCHOOL : LUIS Y. FERRER, JR. NORTH NATIONAL HIGH SCHOOL  
DISTRICT: CITY OF GENERAL TRIAS  
MONTH: FEBRUARY 2024

SUMMARY OF TAX WITHHELD FROM SUPPLIERS/CONTRACTORS (GOODS/SERVICES)

No.	NAME OF PAYEE	ADDRESS	VAT /NON-VAT	TIN NO.	GROSS AMOUNT (Tax Base)	TAX RATE	2306 (Amount of Tax Deducted)	2307 (Amount of Tax Deducted)	REMARKS
1	MERALCO	Rosario, Cavite	VAT	000-101-528-000	21,260.17 23,853.98	7%	1,663.06	681.93	
2	CONVERGE ICT SOLUTIONS INC.	Dasmariñas City, Cavite	VAT	006-895-049-091	2,678.57	7%	133.93	53.57	
3	PLDT INC. (GUIDANCE OFFICE)	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
4	PLDT INC. (ICT/COMPUTER LABORATORY)	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
5	LUIGI & GERARDO TRADING	Trece Martires City, Cavite	NON-VAT	215-885-979-00000	38,437.50	6%	1,921.88	384.38	
6	AGUA FUENTE MANAGEMENT, INC. (for the period January 11, 2024 to February 10, 2024)	Cainta, Rizal	VAT	010-530-420-000	10,152.00	7%	507.60	203.04	
7	NANETH P. SALVADOR (Reimbursement for the siphoning of septic tank and declogging of drainage, sink & toilet)	-	-	-	15,000.00	-	-	-	
8	NANETH P. SALVADOR (MOBILE LOAD EXPENSE)	-	-	-	1,500.00	-	-	-	
9	SHOPPAU OFFICE AND SCHOOL SUPPLIES TRADING	Muntinlupa, City	NON-VAT	444-898-011-0000	44,449.47	4%	1,333.48	444.49	
10	ACVI ENTERPRISES	Trece Martires City, Cavite	NON-VAT	231-412-875-000	8,935.46	4%	268.06	89.35	
11	NANETH P. SALVADOR (Postage and courier services)	-	-	-	3,290.00	-	-	-	
12	NANETH P. SALVADOR (Reimbursement of salary for Job Order Personnels for the period January 30 to February 29, 2024)	-	-	-	48,400.00	-	-	-	
	**NOTHING FOLLOWS**								
TOTAL							5,943.99	1,903.16	7,847.15

Certified Correct by:

  
NANETH P. SALVADOR, EdD  
Principal I



**REPORT OF ACCOUNTABILITY FOR ACCOUNTABLE FORMS**  
For the months of **FEBRUARY 2024**

**Entity Name : LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL -DIVISION OF GEN. TRIAS CITY**

**Fund Cluster : 101**

Accountable Forms			Beginning Balance			Receipt			Issue			Ending Balance		
Name of Form	Number	Face Value	Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.	
				From	To		From	To		From	To		From	To
Commercial Check Account No. 2712-1034-45			27	487574	487600				12	487574	487585	15	487586	487600
			200	514101	514300							200	514101	514200

CERTIFICATION

I hereby certify that the foregoing is a true statement of all accountable forms received,  
issued and transferred by me during the period above-stated and that the beginning and ending balances are correct.

  
**NANETH P. SALVADOR, EdD**  
 Principal I



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

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**DAISY Z. MIRANDA, CESO V**  
Schools Division Superintendent  
Division of General Trias City  
General Trias City, Cavite

**Madam:**

I have the honor to submit herewith the Cash Disbursement Register for the month of February 2024 and Summary of Tax Withheld from Suppliers Contractors (Goods/Services) of the above-mentioned school.

Very truly yours,

  
**NANETH P. SALVADOR, EdD**  
Principal I






Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY  
**LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**

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**NARRATIVE ON THE UTILIZATION OF MOOE OF LUIS Y.  
FERRER, JR. NORTH NATIONAL HIGH SCHOOL FOR THE  
MONTH OF FEBRUARY 2024**

Our school utilized ₱197,600.00 MOOE as payment for water bills, internet expenses, payment for January 29 to February 29, 2024 salary of school's Utility/Maintenance and Admin Aide, payment for the siphoning of septic tank and declogging of drainage, sink & toilet, reimbursement of School Head's postpaid plan, payment for postage and courier services and purchasing of school office supplies and other supplies and materials.

  
**NANETH P. SALVADOR, EdD**  
*Principal I*



checked  
4/12  
ok  
4/17

Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF GENERAL TRIAS CITY

MOOE REQUIREMENTS

- ☒ Liquidation Report  
☒ Cash Disbursement Register  
☒ Photocopy of Disbursement Voucher (CA Liquidated)  
☒ Summary of Tax Withheld

Supplies and Other Materials

- ☒ Official Receipts/Sales Invoices  
☒ BIR Forms 2306/2307  
☒ Purchase Request  
☒ Inspection and Acceptance Form  
☒ Purchase Order  
☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)  
☒ Inventory Custodian Slip (for non-consumable items)  
☒ Pictures of Purchased Good/s (signed by the Inspection Committee)

Fidelity Bond

- ☒ Reimbursement Expense Receipt (RER)

Payroll

- ☒ Payroll  
☒ DTR  
☒ Job Order Contract (signed by SDS)

Utilities

- ☒ Official Receipt  
☒ Billing Statement  
☒ BIR Form 2306/2307

Registration Fee

- ☒ Travel Order signed by SDS / Regional Director  
☒ Memorandum  
☒ Certificate of Appearance  
☒ Official Receipt (OR)

- ☒ Narrative Report  
☒ Cash in Bank Register  
☒ Report of Accountability for Accountable Forms (RAAF)

Repairs and Maintenance

- ☒ Official Receipts (OR)  
☒ Delivery Receipts (if not itemized in OR)  
☒ BIR Forms 2306/2307  
☒ Purchase Request  
☒ Inspection and Acceptance Form  
☒ Purchase Order  
☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)  
☒ Program of Works signed by Division Engineer  
☒ (Materials and Labor - P10,000.00 and above)  
☒ Pictures of Repair and Materials (signed by the Inspection Committee)

Travelling Expenses

- ☒ Travel Order signed by SDS / Regional Director  
☒ Memorandum  
☒ Certificate of Appearance (original copy)  
☒ Official Receipt (fare/registration fee/hotel accomodation)  
☒ Boarding Pass/Airfare ticket (if available)  
☒ Driver's Trip Ticket, if applicable  
☒ Certification of Travel Completed  
☒ Itinerary of Travel (signed by SDS)  
☒ Duly accomplished RER if van hired  
☒ Certificate of Not Requiring Receipt (for P300.00 and below)

REMARKS:

- ☒ Complete  
☐ Incomplete

Checked By: 

Date: 4/3/24

Doc.Ref.Code	SDO-OSDS-F001	Rev	00
Effectivity	04.19.23	Page	1-1



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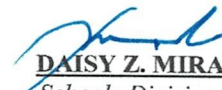

# MOOE LIQUIDATION REPORT

*March*

2024

LUIS Y. FERRER JR. NORTH  
NATIONAL HIGH SCHOOL



<b>LIQUIDATION REPORT</b>		Serial No.: <u>2024-0159</u>
Period Covered <span style="float: right;">MARCH 2024</span>		Date: _____
Entity Name : <span style="float: right;"><b>DIVISION OF GENERAL TRIAS CITY - LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL</b></span>		<b>Responsibility Center Code: 307823</b>
Fund Cluster : <span style="float: right;"><b>01101101</b></span>		
PARTICULARS	AMOUNT	
<p style="text-align: center;">Cash Advance for the month of</p> <p style="text-align: center; font-weight: bold;">MARCH 2024</p>	<p><b>₱197,600.00</b></p>	
TOTAL AMOUNT SPENT	→ <span style="float: right;">₱ 197,600.00</span>	
AMOUNT OF CASH ADVANCE PER DV NO. _____ DTD. _____	→ <span style="float: right;">₱ 197,600.00</span>	
AMOUNT REFUNDED PER OR NO. _____ DTD. _____	→ <span style="float: right;">-</span>	
AMOUNT TO BE REIMBURSED	→ <span style="float: right;">-</span>	
<b>A</b> Certified: Correctness of the above data  <div style="text-align: center;">   <u>NANETH P. SALVADOR, EdD</u>  <i>Principal I</i> </div>	<b>B</b> Certified: Purpose of travel / cash advance duly accomplished  <div style="text-align: center;">   <u>DAISY Z. MIRANDA, CESO V</u>  <i>Schools Division Superintendent</i> </div>	<b>C</b> Certified: Supporting documents complete and proper  <div style="text-align: center;">   <u>CHRISTINE ANN B. CORDERO</u>  <i>Accountant III</i> </div>
Date: _____	Date: _____	JEV No.: _____ Date: _____

## CASH DISBURSEMENTS REGISTER

Entity Name: **LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**

Sub-Office/District/Division: **DIVISION OF GENERAL TRIAS CITY**

Municipality/City/Province: **GENERAL TRIAS CITY**

Fund Cluster: **01-101-101**

Name of Accountable Officer: **NANETH P. SALVADOR, EdD**

Official Designation: **Principal I**

Station: **MOOE-Secondary**

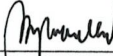
Register No.: **I**

Sheet No.:

Date	DV/Payroll/ Check No.	Particulars	Advances for Operating Expenses (19901010)			BREAKDOWN OF PAYMENTS						
			Amount			5%	3%	2%	1%	OTHERS		
			Cash Advance	Payments	Balance	(202010100)	(2020101003)	(2020101002)	(2020101001)	Account Description	UACS Object Code	Amount
			<b>197,600.00</b>									
03/11/2024	0000487586	Payment for Meralco for the period of 01/29/ 2024 to 02/28/2024		38,624.94	158,975.06	1,802.18		741.52		Electricity Expenses	5020402000	41,168.64
03/11/2024	0000487587	Payment for Converge ICT Solutions INC. internet expense		2,812.50	156,162.56	133.93		53.57		Internet Subscription Expenses	5020503000	3,000.00
03/11/2024	0000487588	Payment for PLDT INC. (Guidance Office)		1,217.81	154,944.75	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
03/11/2024	0000487589	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	153,726.94	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
03/14/2024	0000487590	Payment for Agua Fuente Management, Inc. for the period 02/11/2024 to 03/10/2024		10,401.30	143,325.64	495.30		198.12		Water Expenses	5020401000	11,094.72
03/20/2024	0000487591	Payment for BTr-Fidelity Bond Fund/Bureau of the Treasury for the renewal of Fidelity Bond		1,500.00	141,825.64					Fidelity Bond Premiums	5021502000	1,500.00
03/21/2024	0000487592	Payment for ACVI Enterprises		43,680.00	98,145.64		1,365.00		455.00	Office Supplies Expenses	5020301002	45,500.00
03/25/2024	0000487593	Reimbursement for School Head's mobile expense		1,500.00	96,645.64					Telephone Expenses - Mobile	5020502001	1,500.00
03/25/2024	0000487594	Payment for postage and courier services		5,560.00	91,085.64					Postage and Courier Services	5020501000	5,560.00
03/27/2025	0000487595	Payment for ACVI Enterprises		4,637.42	86,448.22		144.92		48.31	Office Supplies Expenses	5020301002	4,830.65
03/27/2026	0000487596	Payment for Luigi & Gerardo Trading		46,848.22	39,600.00	2,209.82			441.96	Other Supplies and Materials Expenses	5020399000	49,500.00
03/27/2027	0000487597	Payment for Job order payroll (March 01 to 31, 2024)		39,600.00	0.00					Janitorial Services	5021202000	28,800.00
										Other General Services	5021299000	10,800.00
		<b>Totals</b>		<b>197,600.00</b>	<b>0.00</b>	<b>4,757.21</b>	<b>1,509.92</b>	<b>1,039.61</b>	<b>945.27</b>			<b>205,852.01</b>
										<b>Recapitulation:</b>		
										<b>Account Description</b>	<b>UACS Object Code</b>	<b>Amount</b>
										Water Expenses	5020401000	11,094.72
										Electricity Expenses	5020402000	41,168.64
										Internet Expense	5020503000	5,598.00
										Janitorial Services	5021202000	28,800.00
										Other General Services	5021299000	10,800.00
										Telephone Expenses - Mobile	5020502001	1,500.00
										Office Supplies Expenses	5020301002	50,330.65
										Other Supplies and Materials Expenses	5020399000	49,500.00
										Fidelity Bond Premiums	5021502000	1,500.00
										Postage and Courier Services	5020501000	5,560.00
										<b>Due to BIR</b>	<b>2020101000</b>	<b>(8,252.01)</b>
												<b>197,600.00</b>

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:

  
NANETH P. SALVADOR, EdD  
Principal I

Date:

RECEIVED BY:

  
CHRISTINE ANN B. CORDERO  
Accountant III

Date:

4/17/2024





Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY

SCHOOL : LUIS Y. FERRER, JR. NORTH NATIONAL HIGH SCHOOL  
DISTRICT: CITY OF GENERAL TRIAS  
MONTH: MARCH 2024

**SUMMARY OF TAX WITHHELD FROM SUPPLIERS/CONTRACTORS (GOODS/SERVICES)**

No.	NAME OF PAYEE	ADDRESS	VAT /NON-VAT	TIN NO.	GROSS AMOUNT (Tax Base)	TAX RATE	2306 (Amount of Tax Deducted)	2307 (Amount of Tax Deducted)	REMARKS
1	MERALCO	Rosario, Cavite	VAT	000-101-528-000	36,043.61 37,076.24	7%	1,802.18	741.52	
2	CONVERGE ICT SOLUTIONS INC.	Dasmariñas City, Cavite	VAT	006-895-049-091	2,678.57	7%	133.93	53.57	
3	PLDT INC. (GUIDANCE OFFICE)	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
4	PLDT INC. (ICT/COMPUTER LABORATORY)	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
5	AGUA FUENTE MANAGEMENT, INC. (for the period February 11, 2024 to March 10, 2024)	Cainta, Rizal	VAT	010-530-420-000	9,906.00	7%	495.30	198.12	
6	BTr-FIDELITY BOND FUND / BUREAU OF THE TREASURY	-	-	-	1,500.00	-	-	-	
7	ACVI ENTERPRISES	Trece Martires City, Cavite	NON-VAT	231-412-875-000	45,500.00	4%	1,365.00	455.00	
8	NANETH P. SALVADOR (Mobile Load Expense)	-	-	-	1,500.00	-	-	-	
9	NANETH P. SALVADOR (Postage and courier services)	-	-	-	5,560.00	-	-	-	
10	ACVI ENTERPRISES	Trece Martires City, Cavite	NON-VAT	231-412-875-000	4,830.65	4%	144.92	48.31	
11	LUIGI & GERARDO TRADING	Trece Martires City, Cavite	NON-VAT	215-885-979-00000	44,196.43	6%	2,209.82	441.96	
12	NANETH P. SALVADOR (Reimbursement of salary for Job Order Personnels for the period March 01 to 31, 2024)	-	-	-	39,600.00	-	-	-	
	**NOTHING FOLLOWS**								
				TOTAL			6,267.13	1,984.88	8,252.01

Certified Correct by:

  
NANETH P. SALVADOR, EdD  
Principi I

## CASH IN BANK REGISTER

Entity Name: DEPARTMENT OF EDUCATION  
 Sub-Office/District/Division: DIVISION OF GENERAL TRIAS CITY  
 Municipality/City/Province: GENERAL TRIAS CITY  
 Fund Cluster : 1

Sheet No.: 1  
 Name of Disbursing Officer: NANETH P. SALVADOR, EdD  
 Station: LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
 Bank : LANDBANK CA 2712-1034-45  
 Location: CEZ ROSARIO CAVITE BRANCH

Date	Check No.	Particulars	CASH IN BANK			BREAKDOWN OF WITHDRAWALS/PAYMENTS											
						MAINTENANCE AND OTHER OPERATING EXPENSES								OTHERS			
			Deposits	Withdrawals/ Payments	Balance	Electricity Expenses	Water Expenses	Internet Subscription Expenses	Telephone Expenses - Mobile	Office Supplies Expenses	Other Supplies and Materials Expenses	Training Expenses	Labor and Wages	Account Description	UACS Code	Amount	
						(50204020)	(50204010)	(50205030)	(5020502001)	(50203010)	(50203990)	(5020201002)	(50216010)				
		Beginning balance			500.00												
		Liquidation for MOOE for the month of March 2024	197,600.00		198,100.00												
03/11/2024	0000487586	Payment for Meralco for the period of 01/29/ 2024 to 02/28/2024		38,624.94	159,475.06	38,624.94											
03/11/2024	0000487587	Payment for Converge ICT Solutions INC. internet expense		2,812.50	156,662.56			2,812.50									
03/11/2024	0000487588	Payment for PLDT INC. (Guidance Office)		1,217.81	155,444.75			1,217.81									
03/11/2024	0000487589	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	154,226.94			1,217.81									
03/14/2024	0000487590	Payment for Agua Fuente Management, Inc. for the period 02/11/2024 to 03/10/2024		10,401.30	143,825.64		10,401.30										
03/20/2024	0000487591	Payment for BTr-Fidelity Bond Fund/Bureau of the Treasury for the renewal of Fidelity Bond		1,500.00	142,325.64									Fidelity Bond Premiums	5021502000	1,500.00	
03/21/2024	0000487592	Payment for ACVI Enterprises		43,680.00	98,645.64					43,680.00							
03/25/2024	0000487593	Reimbursement for School Head's mobile expense		1,500.00	97,145.64									Telephone Expenses - Mobile	5020502001	1,500.00	
03/25/2024	0000487594	Payment for postage and courier services		5,560.00	91,585.64									Postage and Courier Services	5020501000	5,560.00	
03/27/2024	0000487595	Payment for ACVI Enterprises		4,637.42	86,948.22					4,637.42							
03/27/2024	0000487596	Payment for Luigi & Gerardo Trading		46,848.22	40,100.00					46,848.22							
03/27/2024	0000487597	Payment for Job order payroll (March 01 to 31, 2024)		39,600.00	500.00									Janitorial Services	5021202000	28,800.00	
					500.00									Other General Services	5021299000	10,800.00	
			197,600.00	197,600.00	500.00	38,624.94	10,401.30	5,248.12	-	95,165.64	-	-	-			48,160.00	

Certified Correct:

  
 \_\_\_\_\_  
 NANETH P. SALVADOR, EdD  
 PRINCIPAL I



# REPORT OF ACCOUNTABILITY FOR ACCOUNTABLE FORMS

For the months of MARCH 2024

Entity Name : LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL -DIVISION OF GEN. TRIAS CITY

Fund Cluster : 101

Accountable Forms			Beginning Balance			Receipt			Issue			Ending Balance		
Name of Form	Number	Face Value	Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.	
				From	To		From	To		From	To		From	To
Commercial Check Account No. 2712-1034-45			15	487586	487600				12	487586	487597	3	487598	487600
			200	514101	514300							200	514101	514200

## CERTIFICATION

I hereby certify that the foregoing is a true statement of all accountable forms received,  
issued and transferred by me during the period above-stated and that the beginning and ending balances are correct.

  
**NANETH P. SALVADOR, EdD**  
 Principal I




Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY  
**LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**

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**NARRATIVE ON THE UTILIZATION OF MOOE OF LUIS Y.  
FERRER, JR. NORTH NATIONAL HIGH SCHOOL FOR THE  
MONTH OF MARCH 2024**

Our school utilized ₱197,600.00 MOOE as payment for water bills, internet expenses, payment for March salary of school's Utility/Maintenance and Admin Aide, payment for the procurement of certificate holders, reimbursement of School Head's postpaid plan, payment for postage and courier services and purchasing of school office supplies and other supplies and materials.

  
**NANETH P. SALVADOR, EdD**  
*Principal I*





Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL


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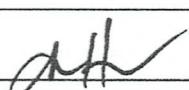
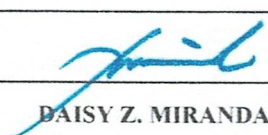
**DAISY Z. MIRANDA, CESO V**  
Schools Division Superintendent  
Division of General Trias City  
General Trias City, Cavite

**Madam:**

I have the honor to submit herewith the Cash Disbursement Register for the month of March 2024 and Summary of Tax Withheld from Suppliers Contractors (Goods/Services) of the above-mentioned school.

Very truly yours,

  
**NANETH P. SALVADOR, EdD**  
*Principal I*

<b>DIVISION OF GENERAL TRIAS CITY</b>				<b>Fund Cluster :</b> 01	
<b>DISBURSEMENT VOUCHER</b>				<b>Date:</b> 03/05/2024 <b>DV No. :</b> MOOE-2024-03-0080	
<b>Mode of Payment</b>		<input type="checkbox"/> MDS Check <input type="checkbox"/> Commercial Check <input checked="" type="checkbox"/> ADA <input type="checkbox"/> Others: CASH			
<b>Payee</b>		VARIOUS SCHOOLS		<b>TIN/Employee No.:</b> N/A	
<b>Address</b>		DIVISION OF GENERAL TRIAS CITY			
<b>Particulars</b>		<b>Responsibility Center</b>		<b>MFO/PAP</b>	
To download MOOE allocation of various schools for the month of March 2024 in the total amount of .....  <b>Amount Due</b>		MOOE		310400100002000	
				310400100003000	
				310400100004000	
				<b>4,561,900.00</b>	
				<b>4,561,900.00</b>	
<b>A. Certified:</b> Expenses/Cash Advance necessary, lawful and incurred under my direct supervision.  <div style="text-align: center;"> <b>ALMA C. CRUZADA</b>          Administrative Officer V          Printed Name, Designation and Signature of Supervisor       </div>					
<b>B. Accounting Entry:</b>					
<b>Account Title</b>		<b>UACS Code</b>		<b>Debit</b>	
Advances for Operating Expenses		1990101000		4,561,900.00	
Cash - National Treasury, Modified Disbursement System		1010404000		4,561,900.00	
<b>C. Certified:</b>			<b>D. Approved for Payment</b>		
<input checked="" type="checkbox"/> Cash available <input checked="" type="checkbox"/> Subject to Authority to Debit Account (when applicable) <input checked="" type="checkbox"/> Supporting documents complete and amount claimed proper			Four Million Five Hundred Sixty One Thousand Nine Hundred Pesos Only.		
<b>Signature</b>		<b>Signature</b>			
 <b>CHRISTINE ANN B. CORDERO</b>		 <b>DAISY Z. MIRANDA, CESO V</b>			
<b>Printed Name</b>		<b>Printed Name</b>			
Accountant III		Schools Division Superintendent			
<b>Position</b>		<b>Position</b>			
Head, Accounting Unit/Authorized Representative		Agency Head/Authorized Representative			
<b>Date</b>		<b>Date</b>			
March 5, 2024					
<b>E. Receipt of Payment</b>					<b>JEV No.</b>
<b>Check/ADA No. :</b>		<b>Date :</b>		<b>Bank Name &amp; Account Number:</b>	
<b>Signature :</b>		<b>Date :</b>		<b>Printed Name:</b>	
<b>Official Receipt No. &amp; Date/Other Documents</b>					



## PAYROLL

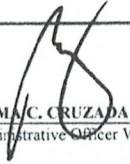

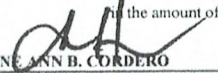

### SCHOOL MOOE ALLOCATION (REGULAR)

For the period March 01, 2024 to 31/02/2024

Entity Name : DIVISION OF GENERAL TRIAS CITY

Fund Cluster : 1101101

Payroll No. : \_\_\_\_\_  
Sheet 3 of 3

Serial No.	BEIS School ID	School Name	Account Number	Gross Amount							Net Amount		Signature of Recipient	
31	0904673	Luis Y. Ferrer Jr. North National High School	2712-1034-45	208,000.00							197,600.00		24030281	
32	0904674	Luis Y. Ferrer Jr. West National High School	2712-1034-61	197,000.00							187,150.00		24030282	
33	0904803	Luis Y. Ferrer Jr. Senior High School	2712-1036-82	692,000.00							657,400.00		24030283	
		***nothing follows***												
		Balance Forwarded		1,097,000.00							1,042,150.00			
		<b>Grand Total</b>		<b>4,802,000.00</b>							<b>4,561,900.00</b>			
<b>A</b>	<b>CERTIFIED:</b> Services duly rendered as stated.  <div style="text-align: right;">   <b>ALMA C. CRUZADA</b>  Administrative Officer V </div>				<b>APPROVED FOR PAYMENT:</b> <span style="float: right;">Four Million Five Hundred Sixty One Thousand Nine Hundred Pesos Only</span> <div style="text-align: center;">   <b>DAISY Z. MIRANDA, CESO V</b>  Schools Division Superintendent </div>									<b>P4,561,900.00</b>
<b>B</b>	<b>CERTIFIED:</b> Supporting documents complete and proper; and cash available in the amount of P <b>P4,561,900.00</b>  <div style="text-align: right;">   <b>CHRISTINE ANN B. CORDERO</b>  Accountant III </div>				<b>CERTIFIED:</b> Each employee whose name appears on the payroll has been paid the amount as indicated opposite his/her name  <div style="text-align: right;">   <b>MELISSA P. SARMIENTO</b>  Cashier III </div>						<b>E</b> ORS/BURS No. : _____ Date : _____ JEV No. : _____ Date : _____			

checked 5/14

OKS/PR

CDR

- DVO04 (IAR)

- DVO05 (IACS)

Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF GENERAL TRIAS CITY

MOOE REQUIREMENTS



Liquidation Report  
Cash Disbursement Register  
Photocopy of Disbursement Voucher (CA Liquidated)  
Summary of Tax Withheld



Narrative Report  
Cash in Bank Register  
Report of Accountability for Accountable Forms (RAAF)

Supplies and Other Materials



Official Receipts/Sales Invoices  
BIR Forms 2306/2307  
Purchase Request  
Inspection and Acceptance Form  
Purchase Order  
Canvass from 3 suppliers (for purchases P1,000.00 and above)  
Inventory Custodian Slip (for non-consumable items)  
Pictures of Purchased Good/s (signed by the Inspection Committee)

Repairs and Maintenance



Official Receipts (OR)  
Delivery Receipts (if not itemized in OR)  
BIR Forms 2306/2307  
Purchase Request  
Inspection and Acceptance Form  
Purchase Order  
Canvass from 3 suppliers (for purchases P1,000.00 and above)  
Program of Works signed by Division Engineer  
(Materials and Labor - P10,000.00 and above)  
Pictures of Repair and Materials (signed by the Inspection Committee)

Fidelity Bond



Reimbursement Expense Receipt (RER)

Payroll



Payroll  
DTR  
Job Order Contract (signed by SDS)

Utilities



Official Receipt  
Billing Statement  
BIR Form 2306/2307

Travelling Expenses



Travel Order signed by SDS / Regional Director  
Memorandum  
Certificate of Appearance (original copy)  
Official Receipt (fare/registration fee/hotel accomodation)  
Boarding Pass/Airfare ticket (if available)  
Driver's Trip Ticket, if applicable  
Certification of Travel Completed  
Itinerary of Travel (signed by SDS)  
Duly accomplished RER if van hired  
Certificate of Not Requiring Receipt (for P300.00 and below)

Registration Fee



Travel Order signed by SDS / Regional Director  
Memorandum  
Certificate of Appearance  
Official Receipt (OR)

REMARKS:



Complete  
Incomplete

Checked By:

Date:

5/14/14

Doc.Ref.Code	SDO-OSDS-F001	Rev	00
Effectivity	04.19.23	Page	1-1



MOOE

DEPARTMENT OF EDUCATION  
OFFICE OF GENERAL TRIAS CITY

30 APR 2024

04-01935

By: *guy*

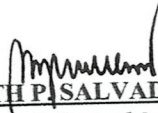


# LIQUIDATION REPORT

*April*

2024

LUIS Y. FERRER JR. NORTH  
NATIONAL HIGH SCHOOL



<b>LIQUIDATION REPORT</b>		Serial No.: <u>2024-0221</u>
Period Covered <u>APRIL 2024</u>		Date: _____
Entity Name : <u>DIVISION OF GENERAL TRIAS CITY - LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL</u>	Responsibility Center Code: 307823	
Fund Cluster : <u>01101101</u>		
<b>PARTICULARS</b>	<b>AMOUNT</b>	
Cash Advance for the month of <b>APRIL 2024</b>	<b>₱197,600.00</b>	
TOTAL AMOUNT SPENT		→ ₱ 197,600.00
AMOUNT OF CASH ADVANCE PER DV NO. _____ DTD. _____		→ ₱ 197,600.00
AMOUNT REFUNDED PER OR NO. _____ DTD. _____		→ _____
AMOUNT TO BE REIMBURSED		→ -
A Certified: Correctness of the above data   <b>NANETH P. SALVADOR, EdD</b> Principal I	B Certified: Purpose of travel / cash advance duly accomplished   <b>DAISY Z. MIRANDA, CESO V</b> Schools Division Superintendent	C Certified: Supporting documents complete and proper   <b>CHRISTINE ANN B. CORDERO</b> Accountant III
Date: _____	Date: _____	JEV No.: _____ Date: _____



## CASH DISBURSEMENTS REGISTER

Entity Name: LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

Sub-Office/District/Division: DIVISION OF GENERAL TRIAS CITY

Municipality/City/Province: GENERAL TRIAS CITY

Fund Cluster: 01-101-101

Name of Accountable Officer: NANETH P. SALVADOR, EdD

Official Designation: Principal I

Station: MOOE-Secondary

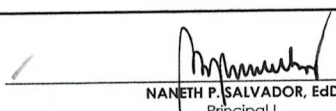
Register No.: 1

Sheet No.:

Date	DV/Payroll/ Check No.	Particulars	Advances for Operating Expenses (19901010)			BREAKDOWN OF PAYMENTS						
			Amount			5%	3%	2%	1%	OTHERS		
			Cash Advance	Payments	Balance	(202010100)	(2020101003)	(2020101002)	(2020101001)	Account Description	UACS Object Code	Amount
			197,600.00									
04/17/2024	0000-487-598	Payment for Converge ICT Solutions INC. internet expense		2,812.50	194,787.50	133.93		53.57		Internet Subscription Expenses	5020503000	3,000.00
04/17/2024	0000-487-599	Payment for PLDT INC. (Guidance Office)		1,217.81	193,569.69	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
04/17/2024	0000-487-600	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	192,351.88	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
04/17/2024	0000-514-101	Reimbursement for the periodic maintenance service (PMS) of school's CADAC vehicle		8,506.00	183,845.88					Repairs and Maintenance - Motor Vehicles	5021306001	8,506.00
04/18/2024	0000-514-102	Payment for Copylandia Office Systems Corp.		26,218.91	157,626.97	1,236.74			247.35	Office Supplies Expenses	5020301002	27,703.00
04/19/2024	0000-514-103	Payment for Agua Fuente Management, Inc. for the period 03/11/2024 to 04/11/2024		6,612.90	151,014.07	314.90		125.96		Water Expenses	5020401000	7,053.76
04/24/2024	0000-514-104	Payment for Ziren Printing Shop		29,331.25	121,682.82		926.25	617.50		Printing and Publication Expenses	5029902000	30,875.00
04/29/2024	0000-514-105	Payment for Luigi & Gerardo Trading		42,305.35	79,377.47	1,995.54			399.11	Office Supplies Expenses	5020301002	44,700.00
04/29/2024	0000-514-106	Payment for ACVI Enterprises		40,842.47	38,535.00		1,276.33		425.44	Other Supplies and Materials Expenses	5020399000	42,544.24
04/30/2024	0000-514-107	Reimbursement for School Head's mobile expense		1,500.00	37,035.00					Telephone Expenses - Mobile	5020502001	1,500.00
04/30/2024	0000-514-108	Payment for postage and courier services		1,835.00	35,200.00					Postage and Courier Services	5020501000	1,835.00
04/30/2024	0000-514-109	Payment for Job order payroll (April 01 to 30, 2024)		35,200.00	0.00					Janitorial Services	5021202000	25,600.00
										Other General Services	5021299000	9,600.00
		Totals	197,600.00	0.00	0.00	3,797.09	2,202.58	843.43	1,071.90			205,515.00
										Recapitulation:		
										Account Description	UACS Object Code	Amount
										Water Expenses	5020401000	7,053.76
										Electricity Expenses	5020402000	-
										Internet Expense	5020503000	5,598.00
										Janitorial Services	5021202000	25,600.00
										Other General Services	5021299000	9,600.00
										Telephone Expenses - Mobile	5020502001	1,500.00
										Office Supplies Expenses	5020301002	72,403.00
										Other Supplies and Materials Expenses	5020399000	42,544.24
										Repairs and Maintenance - Motor Vehicles	5021306001	8,506.00
										Printing and Publication Expenses	5029902000	30,875.00
										Postage and Courier Services	5020501000	1,835.00
										Due to BIR	2020101000	(7,915.00)
												197,600.00

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:

  
NANETH P. SALVADOR, EdD  
Principal I

Date:

RECEIVED BY:

  
CHRISTINE ANN B. CORDERO  
Accountant III

Date: 5/17/24



Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY

SCHOOL : LUIS Y. FERRER, JR. NORTH NATIONAL HIGH SCHOOL  
DISTRICT: CITY OF GENERAL TRIAS  
MONTH: APRIL 2024

SUMMARY OF TAX WITHHELD FROM SUPPLIERS/CONTRACTORS (GOODS/SERVICES)

No.	NAME OF PAYEE	ADDRESS	VAT /NON-VAT	TIN NO.	GROSS AMOUNT (Tax Base)	TAX RATE	2306 (Amount of Tax Deducted)	2307 (Amount of Tax Deducted)	REMARKS
1	CONVERGE ICT SOLUTIONS INC.	Dasmariñas City, Cavite	VAT	006-895-049-091	2,678.57	7%	133.93	53.57	
2	PLDT INC. (GUIDANCE OFFICE)	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
3	PLDT INC. (ICT/COMPUTER LABORATORY)	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
4	NANETH P. SALVADOR (Reimbursement for the periodic maintenance service (PMS) of school's CADAC vehicle )	-	-	-	8,506.00	-	-	-	
5	COPYLANDIA OFFICE SYSTEMS CORPORATION	Imus, Cavite	VAT	002-332-000-00030	24,734.82	7%	1,236.74	247.35	
6	AGUA FUENTE MANAGEMENT, INC. (for the period March 11, 2024 to April 11, 2024)	Cainta, Rizal	VAT	010-530-420-000	6,298.00	7%	314.90	125.96	
7	ZIREN PRINTING SHOP	Trece Martires City, Cavite	NON-VAT	231-412-875-000	30,875.00	4%	926.25	617.50	
8	LUIGI & GERARDO TRADING	Trece Martires City, Cavite	NON-VAT	215-885-979-00000	39,910.71	6%	1,995.54	399.11	
9	ACVI ENTERPRISES	Trece Martires City, Cavite	NON-VAT	231-412-875-000	42,544.24	4%	1,276.33	425.44	
10	NANETH P. SALVADOR (Mobile Load Expense)	-	-	-	1,500.00	-	-	-	
11	NANETH P. SALVADOR (Postage and courier services)	-	-	-	1,835.00	-	-	-	
12	NANETH P. SALVADOR (Reimbursement of salary for Job Order Personnels for the period April 01 to 30, 2024)	-	-	-	35,200.00	-	-	-	
	**NOTHING FOLLOWS**								
				TOTAL			5,999.67	1,915.33	7,915.00

Certified Correct by:

  
NANETH P. SALVADOR, EdD  
Principal I





Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

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**DAISY Z. MIRANDA, CESO V**  
Schools Division Superintendent  
Division of General Trias City  
General Trias City, Cavite

**Madam:**

I have the honor to submit herewith the Cash Disbursement Register for the month of April 2024 and Summary of Tax Withheld from Suppliers Contractors (Goods/Services) of the above-mentioned school.

Very truly yours,

  
**NANETH P. SALVADOR, EdD**  
*Principal I*

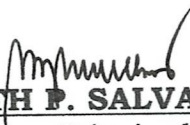


Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY  
**LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**

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**NARRATIVE ON THE UTILIZATION OF MOOE OF LUIS Y.  
FERRER, JR. NORTH NATIONAL HIGH SCHOOL FOR THE  
MONTH OF APRIL 2024**

Our school utilized ₱197,600.00 MOOE as payment for water bills, internet expenses, payment for April salary of school's Utility/Maintenance and Admin Aide, payment for the PMS of school CADAC vehicle, materials for the repair of photocopying machine, procurement of SF9/Student report card, payment for the procurement of office supplies and cleaning supplies, reimbursement of School Head's postpaid plan, payment for postage and courier services.

  
**NANETH P. SALVADOR, EdD**  
*Principal I*



## CASH IN BANK REGISTER

Entity Name: **DEPARTMENT OF EDUCATION**  
 Sub-Office/District/Division: **DIVISION OF GENERAL TRIAS CITY**  
 Municipality/City/Province: **GENERAL TRIAS CITY**  
 Fund Cluster : **1**

Sheet No.: **1**  
 Name of Disbursing Officer: **NANETH P. SALVADOR, EdD**  
 Station: **LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**  
 Bank : **LANDBANK CA 2712-1034-45**  
 Location: **CEZ ROSARIO CAVITE BRANCH**

Date	Check No.	Particulars	CASH IN BANK			BREAKDOWN OF WITHDRAWALS/PAYMENTS										OTHERS		
						MAINTENANCE AND OTHER OPERATING EXPENSES												
			Deposits	Withdrawals/ Payments	Balance	Electricity Expenses	Water Expenses	Internet Subscription Expenses	Telephone Expenses - Mobile	Office Supplies Expenses	Other Supplies and Materials	Training Expenses	Labor and Wages	Account Description	UACS Code	Amount		
						(50204020)	(50204010)	(50205030)	(5020502001 )	(50203010)	(50203990)	(5020201002 )	(50216010)					
		Beginning balance			500.00													
		Liquidation for MOOE for the month of April 2024	197,600.00		198,100.00													
04/17/2024	0000-487-598	Payment for Converge ICT Solutions INC. internet expense		2,812.50	195,287.50			2,812.50										
04/17/2024	0000-487-599	Payment for PLDT INC. (Guidance Office)		1,217.81	194,069.69			1,217.81										
04/17/2024	0000-487-600	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	192,851.88			1,217.81										
04/17/2024	0000-514-101	Reimbursement for the periodic maintenance service (PMS) of school's CADAC vehicle		8,506.00	184,345.88									Repairs and Maintenance - Motor Vehicles	5021306001	8,506.00		
04/18/2024	0000-514-102	Payment for Copylandia Office Systems Corp.		26,218.91	158,126.97					26,218.91								
04/19/2024	0000-514-103	Payment for Agua Fuente Management, Inc. for the period 03/11/2024 to 04/11/2024		6,612.90	151,514.07		6,612.90											
04/24/2024	0000-514-104	Payment for Ziren Printing Shop		29,331.25	122,182.82									Printing and Publication Expenses	5029902000	29,331.25		
04/29/2024	0000-514-105	Payment for Luigi & Gerardo Trading		42,305.35	79,877.47					42,305.35								
04/29/2024	0000-514-106	Payment for ACVI Enterprises		40,842.47	39,035.00						40,842.47							
04/30/2024	0000-514-107	Reimbursement for School Head's mobile expense		1,500.00	37,535.00									Telephone Expenses - Mobile	5020502001	1,500.00		
04/30/2024	0000-514-108	Payment for postage and courier services		1,835.00	35,700.00									Postage and Courier Services	5020501000	1,835.00		
04/30/2024	0000-514-109	Payment for Job order payroll (April 01 to 30, 2024)		35,200.00	500.00									Janitorial Services	5021202000	25,600.00		
					500.00									Other General Services	5021299000	9,600.00		
			197,600.00	197,600.00	500.00	-	6,612.90	5,248.12	-	68,524.26	40,842.47	-	-			76,372.25		

Certified Correct:

  
 NANETH P. SALVADOR, EdD  
 PRINCIPAL I

**REPORT OF ACCOUNTABILITY FOR ACCOUNTABLE FORMS**  
For the months of **APRIL 2024**

**Entity Name : LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL -DIVISION OF GEN. TRIAS CITY**

**Fund Cluster : 101**[illegible]

## CERTIFICATION

I hereby certify that the foregoing is a true statement of all accountable forms received, issued and transferred by me during the period above-stated and that the beginning and ending balances are correct.

  
NANETH P. SALVADOR, EdD  
Principal I



<b>DIVISION OF GENERAL TRIAS CITY</b>				Fund Cluster : 01	
<b>DISBURSEMENT VOUCHER</b>				Date: 4/3/2024	
				DV No. : MOOE-2024-04-0127	
Mode of Payment		<input type="checkbox"/> MDS Check <input type="checkbox"/> Commercial Check <input checked="" type="checkbox"/> ADA <input type="checkbox"/> Others: CASH			
Payee		VARIOUS SCHOOLS		TIN/Employee No.:	ORS/BURS No.:
				N/A	2024-04-0158
Address		DIVISION OF GENERAL TRIAS CITY			
Particulars		Responsibility Center	MFO/PAP	Amount	
To download MOOE allocation of various schools for the month of April 2024 in the total amount of .....		MOOE	310400100002000	4,561,900.00	
			310400100003000		
			310400100004000		
Amount Due				4,561,900.00	
A. Certified: Expenses/Cash Advance necessary, lawful and incurred under my direct supervision <div style="text-align: center;"> <b>ALMA C. CRUZADA</b>            Administrative Officer V            Printed Name, Designation and Signature of Supervisor         </div> <div style="text-align: right;">   <b>APR 05 2024</b>  <b>24040385-24040417</b> </div>					
B. Accounting Entry:					
Account Title		UACS Code	Debit	Credit	
Advances for Operating Expenses		1990101000	4,561,900.00		
Cash - National Treasury, Modified Disbursement System		1010404000		4,561,900.00	
C. Certified:			D. Approved for Payment		
<input checked="" type="checkbox"/> Cash available <input checked="" type="checkbox"/> Subject to Authority to Debit Account (when applicable) <input checked="" type="checkbox"/> Supporting documents complete and amount claimed proper			Four Million Five Hundred Sixty One Thousand Nine Hundred Pesos Only		
Signature			Signature		
Printed Name	<b>CHRISTINE ANN B. CORDERO</b>		Printed Name	<b>DAISY Z. MIRANDA, CESO V</b>	
Position	Accountant III		Position	Schools Division Superintendent	
	Head, Accounting Unit/Authorized Representative			Agency Head Authorized Representative	
Date	4/3/2024		Date		
E. Receipt of Payment				JEV No.	
Check/ADA No.:		Date:	Bank Name & Account Number:		
Signature:		Date:	Printed Name:		
Official Receipt No. & Date/Other Documents					

## PAYROLL

### SCHOOL MOOE ALLOCATION (REGULAR)

For the period April 01, 2024 to April 30, 2024

Entity Name : DIVISION OF GENERAL TRIAS CITY

**Fund Cluster : 1101101**

Payroll No. :

Sheet

3

of

3

[illegible]

Date APR 05 2024 Cashier II 24040385 - 24040417



checked 6/11

ok 6/14

Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF GENERAL TRIAS CITY

**MOOE REQUIREMENTS**

- ☒ Liquidation Report  
☒ Cash Disbursement Register  
☒ Photocopy of Disbursement Voucher (CA Liquidated)  
☒ Summary of Tax Withheld

**Supplies and Other Materials**

- ☒ Official Receipts/Sales Invoices  
☒ BIR Forms 2306/2307  
☒ Purchase Request  
☒ Inspection and Acceptance Form  
☒ Purchase Order  
☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)  
☒ Inventory Custodian Slip (for non-consumable items)  
☒ Pictures of Purchased Good/s (signed by the Inspection Committee)

**Fidelity Bond**

- ☒ Reimbursement Expense Receipt (RER)

**Payroll**

- ☒ Payroll  
☒ DTR  
☒ Job Order Contract (signed by SDS)

**Utilities**

- ☒ Official Receipt  
☒ Billing Statement  
☒ BIR Form 2306/2307

**Registration Fee**

- ☒ Travel Order signed by SDS / Regional Director  
☒ Memorandum  
☒ Certificate of Appearance  
☒ Official Receipt (OR)

- ☒ Narrative Report  
☒ Cash in Bank Register  
☒ Report of Accountability for Accountable Forms (RAAF)

**Repairs and Maintenance**

- ☒ Official Receipts (OR)  
☒ Delivery Receipts (if not itemized in OR)  
☒ BIR Forms 2306/2307  
☒ Purchase Request  
☒ Inspection and Acceptance Form  
☒ Purchase Order  
☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)  
☒ Program of Works signed by Division Engineer (Materials and Labor - P10,000.00 and above)  
☒ Pictures of Repair and Materials (signed by the Inspection Committee)

**Travelling Expenses**

- ☒ Travel Order signed by SDS / Regional Director  
☒ Memorandum  
☒ Certificate of Appearance (original copy)  
☒ Official Receipt (fare/registration fee/hotel accomodation)  
☒ Boarding Pass/Airfare ticket (if available)  
☒ Driver's Trip Ticket, if applicable  
☒ Certification of Travel Completed  
☒ Itinerary of Travel (signed by SDS)  
☒ Duly accomplished RER if van hired  
☒ Certificate of Not Requiring Receipt (for P300.00 and below)

**REMARKS:**

- ☒ Complete  
☐ Incomplete

Checked By: *[Signature]*

Date: 6/15/21

Doc.Ref.Code	SDO-OSDS-F001	Rev	00
Effectivity	04.19.23	Page	1-1



DEPARTMENT OF EDUCATION  
DIVISION OF GENERAL TRIAS CITY  
**RECEIVED**  
04 JUN 2024  
2024-06-04 19:45

# MOOE LIQUIDATION REPORT

May

2024

LUIS Y. FERRER JR. NORTH  
NATIONAL HIGH SCHOOL



**LIQUIDATION REPORT**

Period Covered

MAY 2024

Serial No.: 2024-0203

Date: \_\_\_\_\_

Entity Name :

**DIVISION OF GENERAL TRIAS CITY -  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**

Responsibility Center Code: 307823

Fund Cluster :

**01101101****PARTICULARS****AMOUNT**

Cash Advance for the month of

**MAY 2024****₱197,600.00**

TOTAL AMOUNT SPENT

→ **₱ 197,600.00**


AMOUNT OF CASH ADVANCE PER DV NO. \_\_\_\_\_ DTD. \_\_\_\_\_

→ **₱ 197,600.00**

AMOUNT REFUNDED PER OR NO. \_\_\_\_\_ DTD. \_\_\_\_\_

→ \_\_\_\_\_

AMOUNT TO BE REIMBURSED

→ **-****A** Certified: Correctness of the  
above data**B** Certified: Purpose of travel /  
cash advance duly accomplished**C** Certified: Supporting  
documents complete and proper  
**NANETH H. SALVADOR, EdD**  
Principal I  
**DAISY Z. MIRANDA, CESO V**  
Schools Division Superintendent  
**CHRISTINE ANN B. CORDERO**  
Accountant III

Date: \_\_\_\_\_

Date: \_\_\_\_\_

JEV No.: \_\_\_\_\_

Date: \_\_\_\_\_

## CASH DISBURSEMENTS REGISTER

Entity Name: **LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**

Sub-Office/District/Division: **DIVISION OF GENERAL TRIAS CITY**

Municipality/City/Province: **GENERAL TRIAS CITY**

Fund Cluster : **01-101-101**

Name of Accountable Officer: **NANETH P. SALVADOR, EdD**

Official Designation: **Principal I**

Station: **MOOE-Secondary**

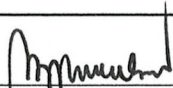
Register No. : **1**

Sheet No. :

Date	DV/Payroll/ Check No.	Particulars	Advances for Operating Expenses (19901010)			BREAKDOWN OF PAYMENTS						
			Amount			5%	3%	2%	1%	OTHERS		
			Cash Advance	Payments	Balance	(202010100)	(2020101003)	(2020101002)	(2020101001)	Account Description	UACS Object Code	Amount
			<b>197,600.00</b>									
05/13/2024	0000-514-110	Payment for Meralco for the period of 02/29/ 2024 to 03/28/2024		43,542.20	154,057.80	2,039.80		837.98		Electricity Expenses	5020402000	46,419.98
05/13/2024	0000-514-111	Payment for Meralco for the period of 03/29/ 2024 to 04/28/2024		33,905.14	120,152.66	1,583.39		651.37		Electricity Expenses	5020402000	36,139.90
05/13/2024	0000-514-112	Payment for Converge ICT Solutions INC. internet expense		2,812.50	117,340.16	133.93		53.57		Internet Subscription Expenses	5020503000	3,000.00
05/13/2024	0000-514-113	Payment for PLDT INC. (Guidance Office)		1,217.81	116,122.35	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
05/13/2024	0000-514-114	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	114,904.54	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
05/13/2024	0000-514-115	Reimbursement of Sharmaine M. Villedo for the training expenses in attending the Occupational First Aid and Basic Life support training		1,000.00	113,904.54					Training Expenses	5020201002	1,000.00
05/20/2024	0000-514-116	Payment for Agua Fuente Management, Inc. for the period 04/12/2024 to 05/11/2024		5,574.45	108,330.09	265.45		106.18		Water Expenses	5020401000	5,946.08
05/27/2024	0000-514-121	Payment for Luigi & Gerardo Trading		46,445.98	61,884.11	2,190.85			438.17	Office Supplies Expenses	5020301002	8,400.00
05/27/2024	0000-514-122	Payment for ACVI Enterprises		21,749.11	40,135.00		679.66		226.55	Other Supplies and Materials Expenses	5020399000	40,675.00
05/30/2024	0000-514-125	Reimbursement for School Head's mobile expense		1,500.00	38,635.00					Office Supplies Expenses	5020301002	180.32
05/30/2024	0000-514-126	Payment for postage and courier services		1,335.00	37,300.00					Other Supplies and Materials Expenses	5020399000	22,475.00
05/30/2024	0000-514-127	Payment for Job order payroll (May 01 to 29, 2024)		37,300.00	0.00					Telephone Expenses - Mobile	5020502001	1,500.00
										Postage and Courier Services	5020501000	1,335.00
										Janitorial Services	5021202000	27,700.00
										Other General Services	5021299000	9,600.00
		<b>Totals</b>		<b>197,600.00</b>	<b>0.00</b>	<b>6,329.40</b>	<b>679.66</b>	<b>1,695.50</b>	<b>664.72</b>			<b>206,969.28</b>
										<b>Recapitulation:</b>		
										<b>Account Description</b>	<b>UACS Object Code</b>	<b>Amount</b>
										Water Expenses	5020401000	5,946.08
										Electricity Expenses	5020402000	82,559.88
										Internet Expense	5020503000	5,598.00
										Janitorial Services	5021202000	27,700.00
										Other General Services	5021299000	9,600.00
										Telephone Expenses - Mobile	5020502001	1,500.00
										Office Supplies Expenses	5020301002	8,580.32
										Other Supplies and Materials Expenses	5020399000	63,150.00
										Training Expenses	5020201002	1,000.00
										Postage and Courier Services	5020501000	1,335.00
										<b>Due to BIR</b>	5020101000	(9,369.28)
												<b>197,600.00</b>


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:

  
**NANETH P. SALVADOR, EdD**  
 Principal I

Date:

RECEIVED BY:

  
**CHRISTINE ANN B. CORDERO**  
 Accountant III

Date:

6/14/24



## CASH DISBURSEMENTS REGISTER

Entity Name: LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

Sub-Office/District/Division: DIVISION OF GENERAL TRIAS CITY

Municipality/City/Province: GENERAL TRIAS CITY

Fund Cluster: 01-101-101

Name of Accountable Officer: NANETH P. SALVADOR, EdD

Official Designation: Principal I

Station:

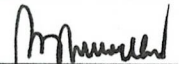
Register No.: MOOE-Secondary

Sheet No.: 1

Date	DV/Payroll/ Check No.	Particulars	Advances for Operating Expenses (19901010)			BREAKDOWN OF PAYMENTS						
			Amount			5%	3%	2%	1%	OTHERS		
			Cash Advance	Payments	Balance	(202010100)	(2020101003)	(2020101002)	(2020101001)	Account Description	UACS Object Code	Amount
			197,600.00									
05/13/2024	0000-514-110	Payment for Meralco for the period of 02/29/ 2024 to 03/28/2024		43,542.20	154,057.80	2,039.80		837.98		Electricity Expenses	5020402000	46,419.98
05/13/2024	0000-514-111	Payment for Meralco for the period of 03/29/ 2024 to 04/28/2024		33,905.14	120,152.66	1,583.39		651.37		Electricity Expenses	5020402000	36,139.90
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05/13/2024	0000-514-113	Payment for PLDT INC. (Guidance Office)		1,217.81	116,122.35	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
05/13/2024	0000-514-114	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	114,904.54	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
05/13/2024	0000-514-115	Reimbursement of Sharmaine M. Villedo for the training expenses in attending the Occupational First Aid and Basic Life support training		1,000.00	113,904.54					Training Expenses	5020201002	1,000.00
05/20/2024	0000-514-116	Payment for Agua Fuente Management, Inc. for the period 04/12/2024 to 05/11/2024		5,574.45	108,330.09	265.45		106.18		Water Expenses	5020401000	5,946.08
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05/30/2024	0000-514-127	Payment for Job order payroll (May 01 to 29, 2024)		37,300.00	0.00					Telephone Expenses - Mobile	5020502001	1,500.00
										Postage and Courier Services	5020501000	1,335.00
										Janitorial Services	5021202000	27,700.00
										Other General Services	5021299000	9,600.00
		<b>Totals</b>		<b>197,600.00</b>	<b>0.00</b>	<b>6,329.40</b>	<b>679.66</b>	<b>1,695.50</b>	<b>664.72</b>			<b>206,969.28</b>
										<b>Recapitulation:</b>		
										<b>Account Description</b>	<b>UACS Object Code</b>	<b>Amount</b>
										Water Expenses	5020401000	5,946.08
										Electricity Expenses	5020402000	82,559.88
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										Other Supplies and Materials Expenses	5020399000	63,150.00
										Training Expenses	5020201002	1,000.00
										Postage and Courier Services	5020501000	1,335.00
										<b>Due to BIR</b>	2020101000	(9,369.28)
												<b>197,600.00</b>


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:

  
NANETH P. SALVADOR, EdD  
Principal I

Date:

RECEIVED BY:

  
CHRISTINE ANN B. CORDERO  
Accountant III

Date:

6/14/24



Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY

SCHOOL : LUIS Y. FERRER, JR. NORTH NATIONAL HIGH SCHOOL  
DISTRICT: CITY OF GENERAL TRIAS  
MONTH: MAY 2024

**SUMMARY OF TAX WITHHELD FROM SUPPLIERS/CONTRACTORS (GOODS/SERVICES)**

No.	NAME OF PAYEE	ADDRESS	VAT /NON-VAT	TIN NO.	GROSS AMOUNT (Tax Base)	TAX RATE	2306 (Amount of Tax Deducted)	2307 (Amount of Tax Deducted)	REMARKS
1	MERALCO (02/29/ 2024 to 03/28/2024)	Rosario, Cavite	VAT	000-101-528-000	40,796.09 41,898.79	7%	2,039.80	837.98	
2	MERALCO (03/29/ 2024 to 04/28/2024)	Rosario, Cavite	VAT	000-101-528-000	31,667.79 32,568.49	7%	1,583.39	651.37	
3	CONVERGE ICT SOLUTIONS INC.	Dasmariñas City, Cavite	VAT	006-895-049-091	2,678.57	7%	133.93	53.57	
4	PLDT INC. (GUIDANCE OFFICE)	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
5	PLDT INC. (ICT/COMPUTER LABORATORY)	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
6	Reimbursement of Sharmaine M. Villedo for the training expenses in attending the Occupational First Aid and Basic Life support training	-	-	-	1,000.00	-	-	-	
7	AGUA FUENTE MANAGEMENT, INC. (for the period 04/12/2024 to 05/11/2024)	Cainta, Rizal	VAT	010-530-420-000	5,308.93	7%	265.45	106.18	
8	LUIGI & GERARDO TRADING	Trece Martires City, Cavite	NON-VAT	215-885-979-00000	43,816.96	6%	2,190.85	438.17	
9	ACVI ENTERPRISES	Trece Martires City, Cavite	NON-VAT	231-412-875-00000	21,749.11	4%	679.66	226.55	
10	NANETH P. SALVADOR (Mobile Load Expense)	-	-	-	1,500.00	-	-	-	
11	NANETH P. SALVADOR (Postage and courier services)	-	-	-	1,335.00	-	-	-	
12	NANETH P. SALVADOR (Reimbursement of salary for Job Order Personnels for the period May 01 to 29, 2024)	-	-	-	37,300.00	-	-	-	
	**NOTHING FOLLOWS**								
TOTAL							7,009.06	2,360.22	9,369.28

Certified Correct by:

  
NANETH P. SALVADOR, EdD  
Principal I





Republic of the Philippines  
**Department of Education**

REGION IV-A CALABARZON

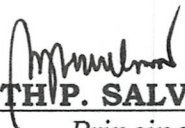
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY

LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

PHASE VI, WELLINGTON PLACE, PASONG CAMACHILE II, GENERAL TRIAS CITY, CAVITE

**NARRATIVE ON THE UTILIZATION OF MOOE OF LUIS Y.  
FERRER, JR. NORTH NATIONAL HIGH SCHOOL FOR THE  
MONTH OF MAY 2024**

Our school utilized ₱197,600.00 MOOE as payment for water bills, internet expenses, payment for May salary of school's Utility/Maintenance and Admin Aide, reimbursement for registration fee in attending the seminar training, procurement of supplies and materials that will be used for the moving-up and recognition ceremony, reimbursement of School Head's postpaid plan, payment for postage and courier services.

  
**NANETH P. SALVADOR, EdD**  
*Principal I*



Republic of the Philippines  
**Department of Education**

REGION IV-A CALABARZON

SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY

LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

PHASE VI, WELLINGTON PLACE, PASONG CAMACHILE II, GENERAL TRIAS CITY, CAVITE

**DAISY Z. MIRANDA, CESO V**

Schools Division Superintendent

Division of General Trias City

General Trias City, Cavite

**Madam:**

I have the honor to submit herewith the Cash Disbursement Register for the month of May 2024 and Summary of Tax Withheld from Suppliers Contractors (Goods/Services) of the above-mentioned school.

Very truly yours,

**NANETH P. SALVADOR, EdD**

*Principal I*




## CASH IN BANK REGISTER

Entity Name: DEPARTMENT OF EDUCATION  
 Sub-Office/District/Division: DIVISION OF GENERAL TRIAS CITY  
 Municipality/City/Province: GENERAL TRIAS CITY  
 Fund Cluster : 1

Sheet No.: 1  
 Name of Disbursing Officer: NANETH P. SALVADOR, EdD  
 Station: LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
 Bank : LANDBANK CA 2712-1034-45  
 Location: CEZ ROSARIO CAVITE BRANCH

Date	Check No.	Particulars	CASH IN BANK			BREAKDOWN OF WITHDRAWALS/PAYMENTS											
						MAINTENANCE AND OTHER OPERATING EXPENSES								OTHERS			
			Deposits	Withdrawals/ Payments	Balance	Electricity Expenses	Water Expenses	Internet Subscription Expenses	Telephone Expenses - Mobile	Office Supplies Expenses	Other Supplies and Materials	Training Expenses	Labor and Wages	Account Description	UACS Code	Amount	
						(50204020)	(50204010)	(50205030)	(5020502001 )	(50203010)	(50203990)	(5020201002 )	(50216010)				
		Beginning balance			500.00												
		Liquidation for MOOE for the month of May 2024	197,600.00		198,100.00												
05/13/2024	0000-514-110	Payment for Meralco for the period of 02/29/2024 to 03/28/2024		43,542.20	154,557.80	43,542.20											
05/13/2024	0000-514-111	Payment for Meralco for the period of 03/29/2024 to 04/28/2024		33,905.14	120,652.66	33,905.14											
05/13/2024	0000-514-112	Payment for Converge ICT Solutions INC. internet expense		2,812.50	117,840.16			2,812.50									
05/13/2024	0000-514-113	Payment for PLDT INC. (Guidance Office)		1,217.81	116,622.35			1,217.81									
05/13/2024	0000-514-114	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	115,404.54			1,217.81									
05/13/2024	0000-514-115	Reimbursement of Sharmaine M. Villedo for the training expenses in attending the Occupational First Aid and Basic Life support training		1,000.00	114,404.54							1,000.00					
05/20/2024	0000-514-116	Payment for Agua Fuente Management, Inc. for the period 04/12/2024 to 05/11/2024		5,574.45	108,830.09		5,574.45										
05/27/2024	0000-514-121	Payment for Luigi & Gerardo Trading		46,445.98	62,384.11					7,950.00	38,495.98						
05/27/2024	0000-514-122	Payment for ACVI Enterprises		21,749.11	40,635.00					173.11	21,576.00						
05/30/2024	0000-514-125	Reimbursement for School Head's mobile expense		1,500.00	39,135.00				1,500.00								
05/30/2024	0000-514-126	Payment for postage and courier services		1,335.00	37,800.00									Postage and Courier Services	5020501000	1,335.00	
05/30/2024	0000-514-127	Payment for Job order payroll (May 01 to 29, 2024)		37,300.00	500.00									Janitorial Services Other General Services	5021202000 5021299000	27,700.00 9,600.00	
					500.00												
			197,600.00	197,600.00	500.00	77,447.34	5,574.45	5,248.12	1,500.00	8,123.11	60,071.98	1,000.00	-			38,635.00	

Certified Correct:

  
 NANETH P. SALVADOR, EdD  
 PRINCIPAL I

## CASH IN BANK REGISTER

Sheet No.: 1

Name of Disbursing Officer: NANETH P. SALVADOR, EdD

Station: LUIS V. FERRER JR. NORTH NATIONAL HIGH SCHOOL

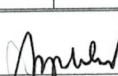
Bank: LANDBANK CA 2712-1034-45

Location: CEZ ROSARIO CAVITE BRANCH

Entity Name: DEPARTMENT OF EDUCATION  
 Sub-Office/District/Division: DIVISION OF GENERAL TRIAS CITY  
 Municipality/City/Province: GENERAL TRIAS CITY  
 Fund Cluster: 1

Date	Check No.	Particulars	CASH IN BANK			BREAKDOWN OF WITHDRAWALS/PAYMENTS								OTHERS			
						MAINTENANCE AND OTHER OPERATING EXPENSES											
			Deposits	Withdrawals/ Payments	Balance	Electricity Expenses	Water Expenses	Internet Subscription Expenses	Telephone Expenses - Mobile	Office Supplies Expenses	Other Supplies and Materials Expenses	Training Expenses	Labor and Wages	Account Description	UACS Code	Amount	
						(50204020)	(50204010)	(50205030)	(5020502001)	(50203010)	(50203990)	(5020201002)	(50216010)				
		Beginning balance			500.00												
		Liquidation for MOOE for the month of May 2024	197,600.00		198,100.00												
		Liquidation for MOOE for the month of May 2024 (Additional MOOE)	161,500.00		359,600.00												
05/13/2024	0000-514-110	Payment for Meralco for the period of 02/29/ 2024 to 03/28/2024		43,542.20	316,057.80	43,542.20											
05/13/2024	0000-514-111	Payment for Meralco for the period of 03/29/ 2024 to 04/28/2024		33,905.14	282,152.66	33,905.14											
05/13/2024	0000-514-112	Payment for Converge ICT Solutions INC. internet expense		2,812.50	279,340.16			2,812.50									
05/13/2024	0000-514-113	Payment for PLDT INC. (Guidance Office)		1,217.81	278,122.35			1,217.81									
05/13/2024	0000-514-114	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	276,904.54			1,217.81									
05/13/2024	0000-514-115	Reimbursement of Sharmaine M. Villedo for the training expenses in attending the Occupational First Aid and Basic Life support training		1,000.00	275,904.54							1,000.00					
05/20/2024	0000-514-116	Payment for Agua Fuente Management, Inc. for the period 04/12/2024 to 05/11/2024		5,574.45	270,330.09		5,574.45										
05/23/2024	0000-514-117	Cancelled			270,330.09												
05/24/2024	0000-514-118	Payment for Jamellie Pick Up & Delivery Fire Extinguisher Trading		18,432.00	251,898.09										Semi-Expendable - DRRM Equipment	5020321008	18,432.00
05/24/2024	0000-514-119	Payment for Abenson Ventures Inc.		42,822.11	209,075.98										Semi-Expendable - Office Equipment	5020321002	42,822.11
05/23/2024	0000-514-120	Payment for FRJ Airconditioning Trading		46,138.39	162,937.59										Semi-Expendable - Office Equipment	5020321002	46,138.39
05/27/2024	0000-514-121	Payment for Luigi & Gerardo Trading		46,445.98	116,491.61					7,950.00	38,495.98						
05/27/2024	0000-514-122	Payment for ACVI Enterprises		21,749.11	94,742.50					173.11	21,576.00						
05/30/2024	0000-514-123	Payment for Luigi & Gerardo Trading		25,127.68	69,614.82						19,875.00				Semi-Expendable - Communication Equipment	5020321007	5,252.68
05/30/2024	0000-514-124	Payment for ACVI Enterprises		28,979.82	40,635.00						1,296.00				Semi-Expendable - ICT Equipment	5020321003	27,683.82
05/30/2024	0000-514-125	Reimbursement for School Head's mobile expense		1,500.00	39,135.00				1,500.00								
05/30/2024	0000-514-126	Payment for postage and courier services		1,335.00	37,800.00										Postage and Courier Services	5020501000	1,335.00
05/30/2024	0000-514-127	Payment for Job order payroll (May 01 to 29, 2024)		37,300.00	500.00										Janitorial Services Other General Services	5021202000 5021299000	27,700.00 9,600.00
					500.00												
			359,100.00	359,100.00	500.00	77,447.34	5,574.45	5,248.12	1,500.00	8,123.11	81,242.98	1,000.00	-				178,964.00

Certified Correct:



NANETH P. SALVADOR, EdD  
PRINCIPAL I

Certified Correct:

  
 NANETH P. SALVADOR, EdD  
 PRINCIPAL I



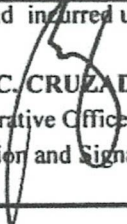
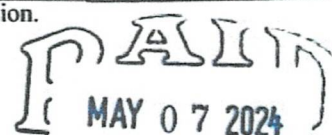
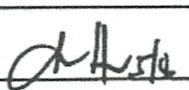
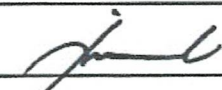
**REPORT OF ACCOUNTABILITY FOR ACCOUNTABLE FORMS**For the months of **MAY 2024****Entity Name : LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL -DIVISION OF GEN. TRIAS CITY****Fund Cluster : 101**

Accountable Forms			Beginning Balance			Receipt			Issue			Ending Balance		
Name of Form	Number	Face Value	Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.	
				From	To		From	To		From	To		From	To
Commercial Check Account No. 2712-1034-45			191	514110	514300				18	514110	514127	173	514128	514300

**CERTIFICATION**

I hereby certify that the foregoing is a true statement of all accountable forms received,  
issued and transferred by me during the period above-stated and that the beginning and ending balances are correct.

  
**NANETH P. SALVADOR, EdD**  
 Principal I

<b>DIVISION OF GENERAL TRIAS CITY</b>				<b>Fund Cluster :</b> 01	
<b>DISBURSEMENT VOUCHER</b>				Date: 05/03/2024 DV No. : MOOE-2024-05-0177	
Mode of Payment	<input type="checkbox"/> MDS Check <input type="checkbox"/> Commercial Check <input checked="" type="checkbox"/> ADA <input type="checkbox"/> Others: CASH				
Payee	VARIOUS SCHOOLS		TIN/Employee No.: N/A	ORS/BURS No.: 2024-05-0236	
Address	DIVISION OF GENERAL TRIAS CITY				
Particulars		Responsibility Center	MFO/PAP	Amount	
To download MOOE allocation of various schools for the month of May 2024 in the total amount of .....		MOOE	310400100002000	4,561,900.00	
			310400100003000		
			310400100004000		
Amount Due				4,561,900.00	
<b>A. Certified:</b> Expenses/Cash Advance necessary, lawful and incurred under my direct supervision.  <div style="text-align: center;">   <b>ALMA C. CRUZADA</b>          Administrative Officer V          Printed Name, Designation and Signature of Supervisor       </div> <div style="text-align: right;">           24050481 - 2405051       </div>					
<b>B. Accounting Entry:</b>					
Account Title		UACS Code	Debit	Credit	
Advances for Operating Expenses		1990101000	4,561,900.00		
Cash - National Treasury, Modified Disbursement System		1010404000		4,561,900.00	
<b>C. Certified:</b>			<b>D. Approved for Payment</b>		
<input checked="" type="checkbox"/> Cash available <input type="checkbox"/> Subject to Authority to Debit Account (when applicable) <input type="checkbox"/> Supporting documents complete and amount claimed proper			Four Million Five Hundred Sixty One Thousand Nine Hundred Pesos Only		
Signature			Signature		
Printed Name	<b>CHRISTINE ANN B. CORDERO</b>		Printed Name	<b>DAISY Z. MIRANDA, CESO V</b>	
Position	Accountant III		Position	Schools Division Superintendent	
	Head, Accounting Unit/Authorized Representative			Agency Head/Authorized Representative	
Date	05/03/2024		Date		
<b>E. Receipt of Payment</b>				<b>JEV No.</b>	
Check/ADA No. :		Date :	Bank Name & Account Number:		
Signature :		Date :	Printed Name:		
Official Receipt No. & Date/Other Documents					Date



## PAYROLL

### SCHOOL MOOE ALLOCATION (REGULAR)

For the period May 01, 2024 to May 31, 2024

Entity Name : DIVISION OF GENERAL TRIAS CITY

Fund Cluster : 1101101

Payroll No. :

Sheet

3-9

of

3

[illegible]

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MAY 07 2024

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24-05-a, 2

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Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF GENERAL TRIAS CITY

MOOE REQUIREMENTS

- ☒ Liquidation Report  
☒ Cash Disbursement Register  
☒ Photocopy of Disbursement Voucher (CA Liquidated)  
☒ Summary of Tax Withheld

**Supplies and Other Materials**

- ☒ Official Receipts/Sales Invoices  
☒ BIR Forms 2306/2307  
☒ Purchase Request  
☒ Inspection and Acceptance Form  
☒ Purchase Order  
☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)  
☒ Inventory Custodian Slip (for non-consumable items)  
☒ Pictures of Purchased Good/s (signed by the Inspection Committee)

**Fidelity Bond**

- ☒ Reimbursement Expense Receipt (RER)

**Payroll**

- ☒ Payroll  
☒ DTR  
☒ Job Order Contract (signed by SDS)

**Utilities**

- ☒ Official Receipt  
☒ Billing Statement  
☒ BIR Form 2306/2307

**Registration Fee**

- ☒ Travel Order signed by SDS / Regional Director  
☒ Memorandum  
☒ Certificate of Appearance  
☒ Official Receipt (OR)

- ☒ Narrative Report  
☒ Cash in Bank Register  
☒ Report of Accountability for Accountable Forms (RAAF)

**Repairs and Maintenance**


- ☒ Official Receipts (OR)  
☒ Delivery Receipts (if not itemized in OR)  
☒ BIR Forms 2306/2307  
☒ Purchase Request  
☒ Inspection and Acceptance Form  
☒ Purchase Order  
☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)  
☒ Program of Works signed by Division Engineer  
☒ (Materials and Labor - P10,000.00 and above)  
☒ Pictures of Repair and Materials (signed by the Inspection Committee)

**Travelling Expenses**

- ☒ Travel Order signed by SDS / Regional Director  
☒ Memorandum  
☒ Certificate of Appearance (original copy)  
☒ Official Receipt (fare/registration fee/hotel accomodation)  
☒ Boarding Pass/Airfare ticket (if available)  
☒ Driver's Trip Ticket, if applicable  
☒ Certification of Travel Completed  
☒ Itinerary of Travel (signed by SDS)  
☒ Duly accomplished RER if van hired  
☒ Certificate of Not Requiring Receipt (for P300.00 and below)

**REMARKS:**

- ☐ Complete  
☐ Incomplete

Checked By: 

Date:

Doc.Ref.Code	SDO-OSDS-F001	Rev	00
Effectivity	04.19.23	Page	1-1



checked 7/12

DEPARTMENT OF EDUCATION  
DIVISION OF GENERAL TRIAS CITY

**RECEIVED**  
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# MOOE LIQUIDATION REPORT

June

2024

LUIS Y. FERRER JR. NORTH  
NATIONAL HIGH SCHOOL



## LIQUIDATION REPORT

Period Covered

JUNE 2024

Serial No.: 2024 - 0332

Date: \_\_\_\_\_

Entity Name :

DIVISION OF GENERAL TRIAS CITY -  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

Fund Cluster :

01101101

Responsibility Center Code: 307823

## PARTICULARS

## AMOUNT

Cash Advance for the month of

JUNE 2024

₱197,600.00

TOTAL AMOUNT SPENT

→ ₱ 197,600.00

AMOUNT OF CASH ADVANCE PER DV NO. \_\_\_\_\_ DTD. \_\_\_\_\_


→ ₱ 197,600.00

AMOUNT REFUNDED PER OR NO. \_\_\_\_\_ DTD. \_\_\_\_\_

→

AMOUNT TO BE REIMBURSED

→ -

A Certified: Correctness of the  
above data
  
**NANETH P. SALVADOR, EdD**  
*Principal I*
B Certified: Purpose of travel /  
cash advance duly accomplished
  
**DAISY Z. MIRANDA, CESO V**  
*Schools Division Superintendent*
C Certified: Supporting  
documents complete and proper
  
**CHRISTINE ANN B. CORDERO**  
*Accountant III*

Date: \_\_\_\_\_

Date: \_\_\_\_\_

JEV No.: \_\_\_\_\_

Date: \_\_\_\_\_



CASH DISBURSEMENTS REGISTER

Entity Name: LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
Sub-Office/District/Division: DIVISION OF GENERAL TRIAS CITY  
Municipality/City/Province: GENERAL TRIAS CITY  
Fund Cluster : 01-101-101

Name of Accountable Officer: NANETH P. SALVADOR, EdD  
Official Designation: Principal I  
Station: MOOE-Secondary  
Register No. : 1  
Sheet No. :

Date	DV/Payroll/ Check No.	Particulars	Advances for Operating Expenses (19901010)			BREAKDOWN OF PAYMENTS						
			Amount			5%	3%	2%	1%	OTHERS		
			Cash Advance	Payments	Balance	(202010100)	(2020101003)	(2020101002)	(2020101001)	Account Description	UACS Object Code	Amount
			197,600.00									
06/07/2024	0000-514-128	Payment for Meralco for the period of 04/29/ 2024 to 05/28/2024		44,797.23	152,802.77	1,987.96		818.41		Electricity Expenses	5020402000	47,603.60
06/07/2024	0000-514-129	Payment for Converge ICT Solutions INC. internet expense		2,812.50	149,990.27	133.93		53.57		Internet Subscription Expenses	5020503000	3,000.00
06/07/2024	0000-514-130	Payment for PLDT INC. (Guidance Office)		1,217.81	148,772.46	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
06/07/2024	0000-514-131	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	147,554.65	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
06/10/2024	0000-514-132	Cancelled			147,554.65							
06/10/2024	0000-514-133	Payment for Luigi & Gerardo Trading		31,232.15	116,322.50	1,473.21			294.64	Other Supplies and Materials Expenses	5020399000	33,000.00
06/10/2024	0000-514-134	Payment for Ziren Printing Shop		3,420.00	112,902.50		108.00	72.00		Printing and Publication Expenses	5029902000	3,600.00
06/10/2024	0000-514-135	Payment for ACVI Enterprises		14,664.00	98,238.50		458.25		152.75	Other Supplies and Materials Expenses	5020399000	15,275.00
06/20/2024	0000-514-139	Payment for Agua Fuente Management, Inc. for the period 05/11/2024 to 06/10/2024		5,106.15	93,132.35	243.15		97.26		Water Expenses	5020401000	5,446.56
06/21/2024	0000-514-140	Payment for One Built Hardware and Construction Supply		33,118.08	60,014.27		1,034.94		344.98	Other Supplies, and Materials Expenses	5020399000	34,498.00
06/26/2024	0000-514-143	Payment for ACVI Enterprises		6,814.27	53,200.00		212.95		70.98	Office Supplies Expenses Other Supplies and Materials Expenses	5020301002 5020399000	4,498.20 2,600.00
06/29/2024	0000-514-145	Payment for the labor expense in the repair and maintenance of compost pit, plant boxes, roof of the water tank and pathwalk of the school's garden area		21,000.00	32,200.00					Other General Services	5021299000	21,000.00
06/29/2024	0000-514-146	Reimbursement for School Head's mobile expense		1,500.00	30,700.00					Telephone Expenses - Mobile	5020502001	1,500.00
06/29/2024	0000-514-147	Payment for Job order payroll (May 30 to June 30, 2024)		30,700.00	0.00					Janitorial Services Other General Services	5021202000 5021299000	23,500.00 7,200.00
		Totals		197,600.00	0.00	3,954.23	1,814.14	1,087.64	863.35			205,319.36
										Recapitulation:		
										Account Description	UACS Object Code	Amount
										Water Expenses	5020401000	5,446.56
										Electricity Expenses	5020402000	47,603.60
										Internet Expense	5020503000	5,598.00
										Janitorial Services	5021202000	23,500.00
										Other General Services	5021299000	28,200.00
										Telephone Expenses - Mobile	5020502001	1,500.00
										Office Supplies Expenses	5020301002	4,498.20
										Other Supplies and Materials Expenses	5020399000	85,373.00
										Printing and Publication Expenses	5029902000	3,600.00
										Due to BIR	2020101000	(7,719.36)
												197,600.00

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:

  
NANETH P. SALVADOR, EdD  
Principal I

Date:

RECEIVED BY:

  
CHRISTINE ANN B. CORDERO  
Accountant III

Date:

7/17/24



Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY

SCHOOL : LUIS Y. FERRER, JR. NORTH NATIONAL HIGH SCHOOL  
DISTRICT: CITY OF GENERAL TRIAS  
MONTH: JUNE 2024

**SUMMARY OF TAX WITHHELD FROM SUPPLIERS/CONTRACTORS (GOODS/SERVICES)**

No.	NAME OF PAYEE	ADDRESS	VAT /NON-VAT	TIN NO.	GROSS AMOUNT (Tax Base)	TAX RATE	2306 (Amount of Tax Deducted)	2307 (Amount of Tax Deducted)	REMARKS
1	MERALCO (04/29/ 2024 to 05/28/2024)	Rosario, Cavite	VAT	000-101-528-000	39,759.29 40,820.50	7%	1,987.96	818.41	
2	CONVERGE ICT SOLUTIONS INC.	Dasmariñas City, Cavite	VAT	006-895-049-091	2,678.57	7%	133.93	53.57	
3	PLDT INC. (GUIDANCE OFFICE)	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
4	PLDT INC. (ICT/COMPUTER LABORATORY)	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
5	LUIGI & GERARDO TRADING	Trece Martires City, Cavite	NON-VAT	215-885-979-00000	29,464.29	7%	1,473.21	294.64	
6	ZIREN PRINTING SHOP	Trece Martires City, Cavite	NON-VAT	231-412-875-000	3,600.00	5%	108.00	72.00	
7	ACVI ENTERPRISES	Trece Martires City, Cavite	NON-VAT	231-412-875-000	15,275.00	4%	458.25	152.75	
8	AGUA FUENTE MANAGEMENT, INC. (for the period 05/11/2024 to 06/10/2024)	Cainta, Rizal	VAT	010-530-420-000	4,863.00	7%	243.15	97.26	
9	ONE BUILT HARDWARE AND CONSTRUCTION SUPPLY	General Trias City, Cavite	NON-VAT	373-372-182-00000	34,498.00	4%	1,034.94	344.98	
10	ACVI ENTERPRISES	Trece Martires City, Cavite	NON-VAT	231-412-875-000	7,098.20	4%	212.95	70.98	
11	NANETH P. SALVADOR (Labor Expense)	-	-	-	21,000.00	-	-	-	
12	NANETH P. SALVADOR (Mobile Load Expense)	-	-	-	1,500.00	-	-	-	
13	NANETH P. SALVADOR (Reimbursement of salary for Job Order Personnel for the period May 30 to June 30, 2024)	-	-	-	30,700.00	-	-	-	
	**NOTHING FOLLOWS**								
				<b>TOTAL</b>			<b>5,768.37</b>	<b>1,950.99</b>	<b>7,719.36</b>

Certified Correct by:

  
**NANETH H. SALVADOR, EdD**  
Principal I





Republic of the Philippines  
**Department of Education**

REGION IV-A CALABARZON  
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
PHASE VI, WELLINGTON PLACE, PASONG CAMACHILE II, GENERAL TRIAS CITY, CAVITE


---

**DAISY Z. MIRANDA, CESO V**  
Schools Division Superintendent  
Division of General Trias City  
General Trias City, Cavite

**Madam:**

I have the honor to submit herewith the Cash Disbursement Register for the month of June 2024 and Summary of Tax Withheld from Suppliers Contractors (Goods/Services) of the above-mentioned school.

Very truly yours,

  
**NANETH P. SALVADOR, EdD**  
Principal I




Republic of the Philippines  
**Department of Education**

REGION IV-A CALABARZON  
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
PHASE VI, WELLINGTON PLACE, PASONG CAMACHILE II, GENERAL TRIAS CITY, CAVITE

**NARRATIVE ON THE UTILIZATION OF MOOE OF LUIS Y.  
FERRER, JR. NORTH NATIONAL HIGH SCHOOL FOR THE  
MONTH OF JUNE 2024**

Our school utilized ₱197,600.00 MOOE as payment for water bills, internet expenses, payment for June salary of school's Utility/Maintenance and Admin Aide, payment for the procurement of supplies and materials that were used during the moving-up and recognition ceremony, procurement of materials and payment of labor expense for the repair and maintenance of compost pit, plant boxes, roof of the water tank and path walk of the school's garden area, and reimbursement of School Head's postpaid plan.

  
**NANETH P. SALVADOR, EdD**  
*Principal I*



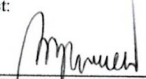
## CASH IN BANK REGISTER

Entity Name: **DEPARTMENT OF EDUCATION**  
 Sub-Office/District/Division: **DIVISION OF GENERAL TRIAS CITY**  
 Municipality/City/Province: **GENERAL TRIAS CITY**  
 Fund Cluster : **1**

Sheet No.: **1**  
 Name of Disbursing Officer: **NANETH P. SALVADOR, EdD**  
 Station: **LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**  
 Bank : **LANDBANK CA 2712-1034-45**  
 Location: **CEZ ROSARIO CAVITE BRANCH**

Date	Check No.	Particulars	CASH IN BANK			BREAKDOWN OF WITHDRAWALS/PAYMENTS											
						MAINTENANCE AND OTHER OPERATING EXPENSES								OTHERS			
			Deposits	Withdrawals/ Payments	Balance	Electricity Expenses	Water Expenses	Internet Subscription Expenses	Telephone Expenses - Mobile	Office Supplies Expenses	Other Supplies and Materials	Training Expenses	Labor and Wages	Account Description	UACS Code	Amount	
						(50204020)	(50204010)	(50205030)	(5020502001 )	(50203010)	(50203990)	(5020201002 )	(50216010)				
		Beginning balance			500.00												
06/05/2024		Liquidation for MOOE for the month of June 2024	197,600.00		198,100.00												
06/07/2024	0000-514-128	Payment for Meralco for the period of 04/29/ 2024 to 05/28/2024		44,797.23	153,302.77	44,797.23											
06/07/2024	0000-514-129	Payment for Converge ICT Solutions INC. internet expense		2,812.50	150,490.27			2,812.50									
06/07/2024	0000-514-130	Payment for PLDT INC. (Guidance Office)		1,217.81	149,272.46			1,217.81									
06/07/2024	0000-514-131	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	148,054.65			1,217.81									
06/10/2024	0000-514-132	Cancelled			148,054.65												
06/10/2024	0000-514-133	Payment for Luigi & Gerardo Trading		31,232.15	116,822.50					31,232.15							
06/10/2024	0000-514-134	Payment for Ziren Printing Shop		3,420.00	113,402.50									Printing and Publication Expenses	5029902000	3,420.00	
06/10/2024	0000-514-135	Payment for ACVI Enterprises		14,664.00	98,738.50					14,664.00							
06/20/2024	0000-514-139	Payment for Agua Fuente Management, Inc. for the period 05/11/2024 to 06/10/2024		5,106.15	93,632.35		5,106.15										
06/21/2024	0000-514-140	Payment for One Built Hardware and Construction Supply		33,118.08	60,514.27					33,118.08							
06/26/2024	0000-514-143	Payment for ACVI Enterprises		6,814.27	53,700.00					4,318.27	2,496.00						
06/29/2024	0000-514-145	Payment for labor expense in the repair and maintenance of compost pit, plant boxes, roof of the water tank and pathwalk of the school's garden area		21,000.00	32,700.00									Other General Services	5021299000	21,000.00	
06/29/2024	0000-514-146	Reimbursement for School Head's mobile expense		1,500.00	31,200.00									Telephone Expenses - Mobile	5020502001	1,500.00	
06/29/2024	0000-514-147	Payment for Job order payroll (May 30 to June 30, 2024)		30,700.00	500.00									Janitorial Services	5021202000	23,500.00	
					500.00									Other General Services	5021299000	7,200.00	
			197,600.00	197,600.00	500.00	44,797.23	5,106.15	5,248.12	-	4,318.27	81,510.23	-	-			56,620.00	

Certified Correct:

  
 NANETH P. SALVADOR, EdD  
 PRINCIPAL I


## CASH IN BANK REGISTER

Entity Name: **DEPARTMENT OF EDUCATION**  
 Sub-Office/District/Division: **DIVISION OF GENERAL TRIAS CITY**  
 Municipality/City/Province: **GENERAL TRIAS CITY**  
 Fund Cluster : **1**

Sheet No.: **1**  
 Name of Disbursing Officer: **NANETH P. SALVADOR, EdD**  
 Station: **LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**  
 Bank : **LANDBANK CA 2712-1034-45**  
 Location: **CEZ ROSARIO CAVITE BRANCH**

Date	Check No.	Particulars	CASH IN BANK			BREAKDOWN OF WITHDRAWALS/PAYMENTS										OTHERS		
			Deposits	Withdrawals/ Payments	Balance	MAINTENANCE AND OTHER OPERATING EXPENSES								Account Description			UACS Code	Amount
						Electricity Expenses (50204020)	Water Expenses (50204010)	Internet Subscription Expenses (50205030)	Telephone Expenses - Mobile (502050200 1)	Office Supplies Expenses (50203010)	Other Supplies and Materials (50203990)	Training Expenses (502020100 2)	Labor and Wages (50216010)					
		Beginning balance			500.00													
06/05/2024		Liquidation for MOOE for the month of June 2024	197,600.00		198,100.00													
06/05/2024		Liquidation for MOOE for the month of June 2024 (Additional MOOE)	161,500.00		359,600.00													
06/07/2024	0000-514-128	Payment for Meralco for the period of 04/29/ 2024 to 05/28/2024		44,797.23	314,802.77	44,797.23												
06/07/2024	0000-514-129	Payment for Converge ICT Solutions INC. internet expense		2,812.50	311,990.27			2,812.50										
06/07/2024	0000-514-130	Payment for PLDT INC. (Guidance Office)		1,217.81	310,772.46			1,217.81										
06/07/2024	0000-514-131	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	309,554.65			1,217.81										
06/10/2024	0000-514-132	CANCELLED			309,554.65													
06/10/2024	0000-514-133	Payment for Luigi & Gerardo Trading		31,232.15	278,322.50													
06/10/2024	0000-514-134	Payment for Ziren Printing Shop		3,420.00	274,902.50						31,232.15					Printing and Publication Expenses	5029902000	3,420.00
06/10/2024	0000-514-135	Payment for ACVI Enterprises		14,664.00	260,238.50						14,664.00							
06/14/2024	0000-514-136	CANCELLED			260,238.50													
06/14/2024	0000-514-137	Payment for Realflooring Corp.		36,234.02	224,004.48						36,234.02							
06/19/2024	0000-514-138	Payment for Khia Gazel Glass Aluminum and Iron Works		47,471.50	176,532.98						47,471.50							
06/20/2024	0000-514-139	Payment for Agua Fuente Management, Inc. for the period 05/11/2024 to 06/10/2024		5,106.15	171,426.83		5,106.15											
06/21/2024	0000-514-140	Payment for One Built Hardware and Construction Supply		33,118.08	138,308.75						33,118.08							
06/21/2024	0000-514-141	Payment for Luigi & Gerardo Trading		35,017.85	103,290.90											Semi-Expendable - Office Equipment	5020321002	35,017.85
06/24/2024	0000-514-142	Payment for Fastbuild Corporation		24,078.14	79,212.76						23,320.99					Transportation and Delivery Expenses	5029904000	757.15
06/26/2024	0000-514-143	Payment for ACVI Enterprises		6,814.27	72,398.49					4,318.27	2,496.00							
06/24/2024	0000-514-144	Payment for ACVI Enterprises		1,098.49	71,300.00						1,098.49							
06/29/2024	0000-514-145	Payment for labor expense in the repair and maintenance of compost pit, plant boxes, roof of the water tank and pathwalk of the school's garden area		21,000.00	50,300.00											Other General Services	5021299000	21,000.00
06/29/2024	0000-514-146	Reimbursement for School Head's mobile expense		1,500.00	48,800.00											Telephone Expenses - Mobile	5020502001	1,500.00
06/29/2024	0000-514-147	Payment for Job order payroll (May 30 to June 30, 2024)		30,700.00	18,100.00											Janitorial Services	5021202000	23,500.00
06/29/2024	0000-514-148	Payment for the Labor expense in the repair & maintenance of the Faculty toilet		17,600.00	500.00											Other General Services	5021299000	7,200.00
					500.00													
			359,100.00	359,100.00	500.00	44,797.23	5,106.15	5,248.12	-	4,318.27	189,635.23	-	-					109,995.00

Certified Correct:

  
**NANETH P. SALVADOR, EdD**  
 PRINCIPAL I



**REPORT OF ACCOUNTABILITY FOR ACCOUNTABLE FORMS**  
For the months of **JUNE 2024**

**Entity Name : LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL -DIVISION OF GEN. TRIAS CITY**

**Fund Cluster : 101**

Accountable Forms			Beginning Balance			Receipt			Issue			Ending Balance		
Name of Form	Number	Face Value	Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.	
				From	To		From	To		From	To		From	To
Commercial Check Account No. 2712-1034-45			173	514110	514300				21	514128	514148	152	514149	514300

**CERTIFICATION**

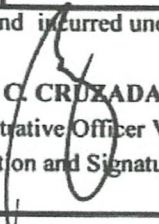
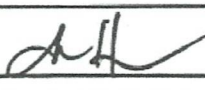

I hereby certify that the foregoing is a true statement of all accountable forms received,  
issued and transferred by me during the period above-stated and that the beginning and ending balances are correct.

  
**NANETH P. SALVADOR, EdD**  
 Principal I

## MOOE

Administrative Assistant III



<b>DIVISION OF GENERAL TRIAS CITY</b>				Fund Cluster : 01	
<b>DISBURSEMENT VOUCHER</b>				Date: 06/03/2024	
				DV No. : MOOE-2024-06-0255	
Mode of Payment	<input type="checkbox"/> MDS Check <input type="checkbox"/> Commercial Check <input checked="" type="checkbox"/> ADA <input type="checkbox"/> Others: CASH				
Payee	VARIOUS SCHOOLS		TIN/Employee No.: N/A	ORS/BURS No.: 2024-06-0333	
Address	DIVISION OF GENERAL TRIAS CITY				
Particulars		Responsibility Center	MFO/PAP	Amount	
To download MOOE allocation of various schools for the month of June 2024 in the total amount of .....		MOOE	310400100002000	4,561,900.00	
			310400100003000		
			310400100004000		
Amount Due				4,561,900.00	
<b>A. Certified:</b> Expenses/Cash Advance necessary, lawful and incurred under my direct supervision.					
ALMA C. CRUZADA Administrative Officer V Printed Name, Designation and Signature of Supervisor					
 JUN 04 2024 24060622 - 24060654					
<b>B. Accounting Entry:</b>					
Account Title		UACS Code	Debit	Credit	
Advances for Operating Expenses		1990101000	4,561,900.00		
Cash - National Treasury, Modified Disbursement System		1010404000		4,561,900.00	
<b>C. Certified:</b>			<b>D. Approved for Payment</b>		
<input checked="" type="checkbox"/> Cash available <input checked="" type="checkbox"/> Subject to Authority to Debit Account (when applicable) <input checked="" type="checkbox"/> Supporting documents complete and amount claimed proper			Four Million Five Hundred Sixty One Thousand Nine Hundred Pesos Only		
Signature			Signature		
Printed Name	CHRISTINE ANN B. CORDERO		Printed Name	DAISY Z. MIRANDA, CESO V	
Position	Accountant III		Position	Schools Division Superintendent	
	Head, Accounting Unit/Authorized Representative			Agency Head/Authorized Representative	
Date	06/03/2024		Date		
<b>E. Receipt of Payment</b>				JEV No.	
Check/ADA No. :	Date :	Bank Name & Account Number:			
Signature :	Date :	Printed Name:		Date	
Official Receipt No. & Date/Other Documents					

24060622 - 24060654



checked 8/16  
12/8/22

Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF GENERAL TRIAS CITY

MOOE REQUIREMENTS

- ☒ Liquidation Report  
☒ Cash Disbursement Register  
☒ Photocopy of Disbursement Voucher (CA Liquidated)  
☒ Summary of Tax Withheld

Supplies and Other Materials

- ☒ Official Receipts/Sales Invoices  
☒ BIR Forms 2306/2307  
☒ Purchase Request  
☒ Inspection and Acceptance Form  
☒ Purchase Order  
☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)  
☒ Inventory Custodian Slip (for non-consumable items)  
☒ Pictures of Purchased Good/s (signed by the Inspection Committee)

Fidelity Bond

- ☒ Reimbursement Expense Receipt (RER)

Payroll

- ☒ Payroll  
☒ DTR  
☒ Job Order Contract (signed by SDS)

Utilities

- ☒ Official Receipt  
☒ Billing Statement  
☒ BIR Form 2306/2307

Registration Fee

- ☒ Travel Order signed by SDS / Regional Director  
☒ Memorandum  
☒ Certificate of Appearance  
☒ Official Receipt (OR)

- ☒ Narrative Report  
☒ Cash in Bank Register  
☒ Report of Accountability for Accountable Forms (RAAF)

Repairs and Maintenance

- ☒ Official Receipts (OR)  
☒ Delivery Receipts (if not itemized in OR)  
☒ BIR Forms 2306/2307  
☒ Purchase Request  
☒ Inspection and Acceptance Form  
☒ Purchase Order  
☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)  
☒ Program of Works signed by Division Engineer (Materials and Labor - P10,000.00 and above)  
☒ Pictures of Repair and Materials (signed by the Inspection Committee)

Travelling Expenses

- ☒ Travel Order signed by SDS / Regional Director  
☒ Memorandum  
☒ Certificate of Appearance (original copy)  
☒ Official Receipt (fare/registration fee/hotel accomodation)  
☒ Boarding Pass/Airfare ticket (if available)  
☒ Driver's Trip Ticket, if applicable  
☒ Certification of Travel Completed  
☒ Itinerary of Travel (signed by SDS)  
☒ Duly accomplished RER if van hired  
☒ Certificate of Not Requiring Receipt (for P300.00 and below)

REMARKS:

- ☒ Complete  
☐ Incomplete

Checked By: 

Date:

Doc.Ref.Code	SDO-OSDS-F001	Rev	00
Effectivity	04.19.23	Page	1-1



MOOE

DEPARTMENT OF EDUCATION  
DIVISION OF GENERAL TRIAS CITY

RECEIVED

07 AUG 2024

No. 2024-085-0485

# LIQUIDATION REPORT

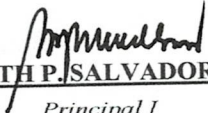


Additional Fund

July

2024

LUIS Y. FERRER JR. NORTH  
NATIONAL HIGH SCHOOL



<b>LIQUIDATION REPORT</b>		Serial No.: <u>2024-0375</u>
Period Covered                      JULY 2024 Additional MOOE		Date: _____
Entity Name : <b>DIVISION OF GENERAL TRIAS CITY - LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL</b>		Responsibility Center Code: 307823
Fund Cluster : <b>01101101</b>		
PARTICULARS	AMOUNT	
Cash Advance for the month of  <p style="text-align: center;"><b>JULY 2024</b> <b>Additional MOOE</b></p>	<b>₱161,500.00</b>	
TOTAL AMOUNT SPENT	→	₱ 161,500.00
AMOUNT OF CASH ADVANCE PER DV NO. _____ DTD. _____	→	₱ 161,500.00
AMOUNT REFUNDED PER OR NO. _____ DTD. _____	→	
AMOUNT TO BE REIMBURSED	→	-
<div style="border: 1px solid black; padding: 5px;"> <b>A</b> Certified: Correctness of the above data   <div style="text-align: center;">   <b>NANETH P. SALVADOR, EdD</b>  Principal I </div> </div>	<div style="border: 1px solid black; padding: 5px;"> <b>B</b> Certified: Purpose of travel / cash advance duly accomplished   <div style="text-align: center;">   <b>DAISY Z. MIRANDA, CESO V</b>  Schools Division Superintendent </div> </div>	<div style="border: 1px solid black; padding: 5px;"> <b>C</b> Certified: Supporting documents complete and proper   <div style="text-align: center;">   <b>CHRISTINE ANN B. CORDERO</b>  Accountant III </div> </div>
Date: _____	Date: _____	JEV No.: _____ Date: _____







Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY

SCHOOL : LUIS Y. FERRER, JR. NORTH NATIONAL HIGH SCHOOL  
DISTRICT: CITY OF GENERAL TRIAS  
MONTH: JULY 2024 (Additional MOOE)

**SUMMARY OF TAX WITHHELD FROM SUPPLIERS/CONTRACTORS (GOODS/SERVICES)**

No.	NAME OF PAYEE	ADDRESS	VAT /NON-VAT	TIN NO.	GROSS AMOUNT (Tax Base)	TAX RATE	2306 (Amount of Tax Deducted)	2307 (Amount of Tax Deducted)	REMARKS
1	RICHDOME GLASS AND ALUMINUM WORKS	General Trias City, Cavite	NON-VAT	708-451-746-00000	49,000.00	5%	1,470.00	980.00	
2	AVID SALES CORPORATION	Dasmariñas City, Cavite	VAT	004-869-216-039	38,391.96	6%	1,919.60	383.92	
3	FASTBUILD CORPORATION	Imus City, Cavite	VAT	007-714-934-006	13,994.64	6%	699.73	139.95	
4	ONE BUILT HARDWARE AND CONSTRUCTION SUPPLY	General Trias City, Cavite	NON-VAT	373-372-182-00000	9,430.00	4%	282.90	94.30	
5	NANETH P. SALVADOR (Labor expense)	-	-	-	6,400.00	-	-	-	
6	LUIGI & GERARDO TRADING	Trece Martires City, Cavite	VAT	215-885-979-00000	41,478.68	6%	2,073.93	414.79	
	**NOTHING FOLLOWS**								
				TOTAL			6,446.16	2,012.96	8,459.12

Certified Correct by:

  
NANETH P. SALVADOR, EdD  
Principali



Republic of the Philippines  
**Department of Education**

REGION IV-A CALABARZON  
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
PHASE VI, WELLINGTON PLACE, PASONG CAMACHILE II, GENERAL TRIAS CITY, CAVITE

**DAISY Z. MIRANDA, CESO V**  
Schools Division Superintendent  
Division of General Trias City  
General Trias City, Cavite

**Madam:**

I have the honor to submit herewith the Cash Disbursement Register for the month of July 2024 and Summary of Tax Withheld from Suppliers Contractors (Goods/Services) of the above-mentioned school for its additional MOOE allocation.

Very truly yours,

  
**NANETH P. SALVADOR, EdD**  
Principal I





Republic of the Philippines

## Department of Education

REGION IV-A CALABARZON

SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY


LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

PHASE VI, WELLINGTON PLACE, PASONG CAMACHILE II, GENERAL TRIAS CITY, CAVITE

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### **NARRATIVE ON THE UTILIZATION OF ADDITIONAL MOOE OF LUIS Y. FERRER, JR. NORTH NATIONAL HIGH SCHOOL FOR THE MONTH OF JULY 2024**

Our school utilized ₱161,500.00 MOOE for the procurement of materials for repair and maintenance of Male Faculty toilet, payment of its labor expense, payment for the installation of glass partition for the school's Special Program in the Arts room, procurement of digital camera for the Journalism Club, procurement of smart television set and supplies and materials for Luis Y. Ferrer Jr. North-Parklane Annex.

  
**NANETH P. SALVADOR, EdD**  
*Principal I*


## CASH IN BANK REGISTER

Entity Name: **DEPARTMENT OF EDUCATION**  
 Sub-Office/District/Division: **DIVISION OF GENERAL TRIAS CITY**  
 Municipality/City/Province: **GENERAL TRIAS CITY**  
 Fund Cluster : 1

Sheet No.: 1  
 Name of Disbursing Officer: **NANETH P. SALVADOR, EdD**  
 Station: **LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**  
 Bank : **LANDBANK CA 2712-1034-45**  
 Location: **CEZ ROSARIO CAVITE BRANCH**

Date	Check No.	Particulars	CASH IN BANK			BREAKDOWN OF WITHDRAWALS/PAYMENTS										
						MAINTENANCE AND OTHER OPERATING EXPENSES								OTHERS		
			Deposits	Withdrawals/ Payments	Balance	Electricity Expenses	Water Expenses	Internet Subscription Expenses	Telephone Expenses - Mobile	Office Supplies Expenses	Other Supplies and Materials Expenses	Training Expenses	Labor and Wages	Account Description	UACS Code	Amount
(50204020)	(50204010)	(50205030)				(5020502001 )	(50203010)	(50203990)	(5020201002 )	(50216010)						
		Beginning balance			500.00											
07/17/2024		Liquidation for MOOE for the month of July 2024 (Additional MOOE)	161,500.00		162,000.00											
07/23/2024	0000514-154	Cancelled			162,000.00											
07/23/2024	0000514-155	Payment for Richdome Glass and Aluminum Works		46,550.00	115,450.00						46,550.00					
07/23/2024	0000514-156	Cancelled			115,450.00											
07/23/2024	0000-514-157	Payment for AVID Sales Corporation		40,695.48	74,754.52									Semi-Expendable - ICT Equipment	5020321003	40,695.48
07/23/2024	0000-514-158	Payment for Fastbuild Corporation		14,834.32	59,920.20						14,834.32					
07/24/2024	0000-514-160	Payment for One Built Hardware and Construction Supply		9,052.80	50,867.40						9,052.80					
07/29/2024	0000-514-164	Payment for the Labor expense in the repair & maintenance of the Male Faculty toilet		6,400.00	44,467.40									Other General Services	5021299000	6,400.00
07/29/2024	0000-514-165	Payment for Luigi & Gerardo Trading		43,967.40	500.00					8,353.29	596.25			Semi-Expendable - Office Equipment	5020321002	35,017.86
					500.00											
					500.00											
					500.00											
					500.00											
					500.00											
			161,500.00	161,500.00	500.00	-	-	-	-	8,353.29	71,033.37	-	-			82,113.34

Certified Correct:

  
 NANETH P. SALVADOR, EdD  
 PRINCIPAL I





checked 9/18  
ok 9/18

Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF GENERAL TRIAS CITY

MOOE REQUIREMENTS

- ☒ Liquidation Report  
☒ Cash Disbursement Register  
☒ Photocopy of Disbursement Voucher (CA Liquidated)  
☒ Summary of Tax Withheld

**Supplies and Other Materials**

- ☒ Official Receipts/Sales Invoices  
☒ BIR Forms 2306/2307  
☒ Purchase Request  
☒ Inspection and Acceptance Form  
☒ Purchase Order  
☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)  
☒ Inventory Custodian Slip (for non-consumable items)  
☒ Pictures of Purchased Good/s (signed by the Inspection Committee)

**Fidelity Bond**

- ☒ Reimbursement Expense Receipt (RER)

**Payroll**

- ☒ Payroll  
☒ DTR  
☒ Job Order Contract (signed by SDS)

**Utilities**

- ☒ Official Receipt  
☒ Billing Statement  
☒ BIR Form 2306/2307

**Registration Fee**

- ☒ Travel Order signed by SDS / Regional Director  
☒ Memorandum  
☒ Certificate of Appearance  
☒ Official Receipt (OR)

- ☒ Narrative Report  
☒ Cash in Bank Register  
☒ Report of Accountability for Accountable Forms (RAAF)

**Repairs and Maintenance**

- ☒ Official Receipts (OR)  
☒ Delivery Receipts (if not itemized in OR)  
☒ BIR Forms 2306/2307  
☒ Purchase Request  
☒ Inspection and Acceptance Form  
☒ Purchase Order  
☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)  
☒ Program of Works signed by Division Engineer  
☒ (Materials and Labor - P10,000.00 and above)  
☒ Pictures of Repair and Materials (signed by the Inspection Committee)

**Travelling Expenses**

- ☒ Travel Order signed by SDS / Regional Director  
☒ Memorandum  
☒ Certificate of Appearance (original copy)  
☒ Official Receipt (fare/registration fee/hotel accomodation)  
☒ Boarding Pass/Airfare ticket (if available)  
☒ Driver's Trip Ticket, if applicable  
☒ Certification of Travel Completed  
☒ Itinerary of Travel (signed by SDS)  
☒ Duly accomplished RER if van hired  
☒ Certificate of Not Requiring Receipt (for P300.00 and below)

**REMARKS:**


- ☒ Complete  
☐ Incomplete

Checked By: \_\_\_\_\_

Date: \_\_\_\_\_

Doc.Ref.Code	SDO-OSDS-F001	Rev	00
Effectivity	04.19.23	Page	1-1



DEPARTMENT OF EDUCATION  
DIVISION OF GENERAL TRIAS CITY  
**RECEIVED**  
SEP 04 2024  
2:00  
No. 2024-09-0150 By: 




# MOOE LIQUIDATION REPORT

*August*

2024

LUIS Y. FERRER JR. NORTH  
NATIONAL HIGH SCHOOL



<b>LIQUIDATION REPORT</b>		Serial No.: <u>2024 - 0414</u>
Period Covered <b>AUGUST 2024</b>		Date: _____
Entity Name : <b>DIVISION OF GENERAL TRIAS CITY - LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL</b>	Responsibility Center Code: 307823	
Fund Cluster : <b>01101101</b>		
<b>PARTICULARS</b>		<b>AMOUNT</b>
Cash Advance for the month of <b>AUGUST 2024</b>		<b>₱197,600.00</b>
TOTAL AMOUNT SPENT		→ <b>₱ 197,600.00</b>
AMOUNT OF CASH ADVANCE PER DV NO. _____ DTD. _____		→ <b>₱ 197,600.00</b>
AMOUNT REFUNDED PER OR NO. _____ DTD. _____		→ _____
AMOUNT TO BE REIMBURSED		→ <b>-</b>
A Certified: Correctness of the above data   <b>NANETH P. SALVADOR, EdD</b> Principal I	B Certified: Purpose of travel / cash advance duly accomplished   <b>DAISY Z. MIRANDA, CESO V</b> Schools Division Superintendent	C Certified: Supporting documents complete and proper   <b>CHRISTINE ANN B. CORDERO</b> Accountant III
Date: _____	Date: _____	JEV No.: _____ Date: _____



## CASH DISBURSEMENTS REGISTER

Entity Name: **LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**

Sub-Office/District/Division: **DIVISION OF GENERAL TRIAS CITY**

Municipality/City/Province: **GENERAL TRIAS CITY**

Fund Cluster : **01-101-101**

Name of Accountable: **NANETH P. SALVADOR, EdD**

Officer: **Principal I**

Official Designation: **Principal I**

Station: **MOOE-Secondary**

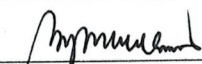
Register No. : **1**

Sheet No. :

Date	DV/Payroll/ Check No.	Particulars	Advances for Operating Expenses (19901010)			BREAKDOWN OF PAYMENTS						
			Amount			5%	3%	2%	1%	OTHERS		
			Cash Advance	Payments	Balance	(2020101004)	(2020101003)	(2020101002)	(2020101001)	Account Description	UACS Object Code	Amount
			<b>197,600.00</b>									
08/16/2024	0000-514-171	Payment for Converge ICT Solutions INC. internet expense		2,812.50	194,787.50	133.93		53.57		Internet Subscription Expenses	5020503000	3,000.00
08/16/2024	0000-514-172	Payment for PLDT INC. (Guidance Office)		1,217.81	193,569.69	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
08/16/2024	0000-514-173	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	192,351.88	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
	0000-514-174	Cancelled			192,351.88							
08/16/2024	0000-514-175	Payment for Agua Fuente Management, Inc. for the period 07/11/2024 to 08/10/2024		10,013.84	182,338.04	476.85		190.74		Water Expenses	5020401000	10,681.43
08/24/2024	0000-514-179	Payment for J&S Aircon maintenance services (Aircon Cleaning)		6,887.50	175,450.54		217.50	145.00		Repairs and Maintenance - Semi Expandable Office Equipment	5021321002	7,250.00
08/24/2024	0000-514-180	Payment for labor expense in repainting of floors in the hallways and window grills		5,000.00	170,450.54					Other General Services	5021299000	5,000.00
08/28/2024	0000-514-181	Payment for J&S Aircon maintenance services (Aircon repair/reprocessing)		6,175.00	164,275.54		195.00	130.00		Repairs and Maintenance - Semi Expandable Office Equipment	5021321002	6,500.00
08/29/2024	0000-514-182	Payment for Luigi & Gerardo Trading		46,304.02	117,971.52	2,184.15			436.83	Semi-Expandable - ICT Equipment Other Supplies and Materials Expenses	5020321003 5020399000	38,850.00 10,075.00
08/29/2024	0000-514-183	Payment for ACVI Enterprises		42,700.80	75,270.72		1,334.40		444.80	Office Supplies Expenses	5020301002	44,480.00
08/30/2024	0000-514-184	Payment for Shoppau office and school supplies trading		39,770.72	35,500.00	1,875.98			375.20	Office Supplies Expenses Other Supplies and Materials Expenses	5020301002 5020399000	35,436.90 6,585.00
08/30/2024	0000-514-186	Reimbursement for School Head's mobile expense		1,500.00	34,000.00					Telephone Expenses - Mobile	5020502001	1,500.00
08/30/2024	0000-514-187	Payment for Job order payroll (August 01 to 31, 2024)		34,000.00	0.00					Janitorial Services Other General Services	5021202000 5021299000	22,000.00 12,000.00
					0.00							
		<b>Totals</b>		<b>197,600.00</b>	<b>0.00</b>	<b>4,786.89</b>	<b>1,746.90</b>	<b>565.71</b>	<b>1,256.83</b>			<b>205,956.33</b>
<b>Recapitulation:</b>												
		<b>Account Description</b>								<b>UACS Object Code</b>		<b>Amount</b>
		Water Expenses								5020401000		10,681.43
		Electricity Expenses								5020402000		-
		Internet Expense								5020503000		5,598.00
		Janitorial Services								5021202000		22,000.00
		Other General Services								5021299000		17,000.00
		Telephone Expenses - Mobile								5020502001		1,500.00
		Office Supplies Expenses								5020301002		79,916.90
		Other Supplies and Materials Expenses								5020399000		16,660.00
		Repairs and Maintenance - Semi Expandable Office Equipment								5021321002		13,750.00
		Semi-Expandable - Office Equipment								5020321002		
		Semi-Expandable - ICT Equipment								5020321003		38,850.00
		Due to BIR								2020101000		(8,356.33)
												<b>197,600.00</b>

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' column.

CERTIFIED CORRECT:

  
NANETH P. SALVADOR, EdD  
Principal I

Date:

RECEIVED BY:

  
CHRISTINE ANN B. CORDERO  
Accountant III

Date: 9/18/24



Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY

SCHOOL : LUIS Y. FERRER, JR. NORTH NATIONAL HIGH SCHOOL  
DISTRICT: CITY OF GENERAL TRIAS  
MONTH: AUGUST 2024

**SUMMARY OF TAX WITHHELD FROM SUPPLIERS/CONTRACTORS (GOODS/SERVICES)**

No.	NAME OF PAYEE	ADDRESS	VAT /NON-VAT	TIN NO.	GROSS AMOUNT (Tax Base)	TAX RATE	2306 (Amount of Tax Deducted)	2307 (Amount of Tax Deducted)	REMARKS
1	CONVERGE ICT SOLUTIONS INC.	Dasmariñas City, Cavite	VAT	006-895-049-091	2,678.57	7%	133.93	53.57	
2	PLDT INC. (GUIDANCE OFFICE)	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
3	PLDT INC. (ICT/COMPUTER LABORATORY)	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
4	AGUA FUENTE MANAGEMENT, INC. (for the period 06/11/2024 to 07/10/2024)	Cainta, Rizal	VAT	010-530-420-000	9,536.99	7%	476.85	190.74	
5	J&S AIRCON MAINTENANCE SERVICES	General Trias City, Cavite	NON-VAT	466-505-800-000	7,250.00	5%	217.50	145.00	
6	NANETH P. SALVADOR (Labor expense for repainting)	-	-	-	5,000.00	-	-	-	
7	J&S AIRCON MAINTENANCE SERVICES	General Trias City, Cavite	NON-VAT	466-505-800-000	6,500.00	5%	195.00	130.00	
8	LUIGI & GERARDO TRADING	Trece Martires City, Cavite	VAT	215-885-979-00000	43,683.04	6%	2,184.15	436.83	
9	ACVI ENTERPRISES	Trece Martires City, Cavite	NON-VAT	231-412-875-000	44,480.00	4%	1,334.40	444.80	
10	SHOPPAU OFFICE AND SCHOOL SUPPLIES TRADING	Muntinlupa, City	VAT	444-898-011-0000	37,519.55	6%	1,875.98	375.20	
11	NANETH P. SALVADOR (Mobile Load Expense)	-	-	-	1,500.00	-	-	-	
12	NANETH P. SALVADOR (Reimbursement of salary for Job Order Personnels for the period August 01 to 31, 2024)	-	-	-	34,000.00	-	-	-	
**NOTHING FOLLOWS**									
TOTAL							6,533.79	1,822.54	8,356.33

Certified Correct by:

  
NANETH P. SALVADOR, EdD  
Principal I





Republic of the Philippines  
**Department of Education**

REGION IV-A CALABARZON

SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY

LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

PHASE VI, WELLINGTON PLACE, PASONG CAMACHILE II, GENERAL TRIAS CITY, CAVITE

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**DAISY Z. MIRANDA, CESO V**

Schools Division Superintendent

Division of General Trias City

General Trias City, Cavite

**Madam:**

I have the honor to submit herewith the Cash Disbursement Register for the month of August 2024 and Summary of Tax Withheld from Suppliers Contractors (Goods/Services) of the above-mentioned school.

Very truly yours,

**NANETH P. SALVADOR, EdD**

*Principal I*



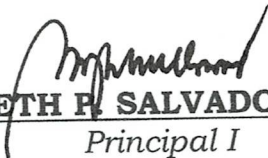
Republic of the Philippines  
**Department of Education**

REGION IV-A CALABARZON  
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
PHASE VI, WELLINGTON PLACE, PASONG CAMACHILE II, GENERAL TRIAS CITY, CAVITE

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**NARRATIVE ON THE UTILIZATION OF MOOE OF LUIS Y.  
FERRER, JR. NORTH NATIONAL HIGH SCHOOL FOR THE  
MONTH OF AUGUST 2024**

Our school utilized ₱197,600.00 MOOE as payment for water bills, internet expenses, payment for August salary of school's Utility/Maintenance and Administrative Aide, cleaning of 6 spit type and 1 window type air-conditioning unit, reprocessing of 1 split type aircon, labor expense for the repainting of school hallway, covered court floor and window grills. Procurement of supplies and materials that will be distributed to Teachers, and reimbursement of School Head's postpaid plan.

  
**NANETH P. SALVADOR, EdD**  
*Principal I*



## CASH IN BANK REGISTER

Entity Name: **DEPARTMENT OF EDUCATION**  
 Sub-Office/District/Division: **DIVISION OF GENERAL TRIAS CITY**  
 Municipality/City/Province: **GENERAL TRIAS CITY**  
 Fund Cluster : **1**

Sheet No.: **1**  
 Name of Disbursing Officer: **NANETH P. SALVADOR, EdD**  
 Station: **LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**  
 Bank : **LANDBANK CA 2712-1034-45**  
 Location: **CEZ ROSARIO CAVITE BRANCH**

Date	Check No.	Particulars	CASH IN BANK			BREAKDOWN OF WITHDRAWALS/PAYMENTS										OTHERS		
						MAINTENANCE AND OTHER OPERATING EXPENSES												
			Deposits	Withdrawals/ Payments	Balance	Electricity Expenses	Water Expenses	Internet Subscription Expenses	Telephone Expenses - Mobile	Office Supplies Expenses	Other Supplies and Materials Expenses	Training Expenses	Labor and Wages	Account Description	UACS Code	Amount		
						(50204020)	(50204010)	(50205030)	(502050200 1)	(50203010)	(50203990)	(502020100 2)	(50216010)					
		Beginning balance			500.00													
08/14/2024		Liquidation for MOOE for the month of August 2024	197,600.00		198,100.00													
08/16/2024	0000-514-171	Payment for Converge ICT Solutions INC. internet expense		2,812.50	195,287.50			2,812.50										
08/16/2024	0000-514-172	Payment for PLDT INC. (Guidance Office)		1,217.81	194,069.69			1,217.81										
08/16/2024	0000-514-173	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	192,851.88			1,217.81										
	0000-514-174	Cancelled			192,851.88													
08/16/2024	0000-514-175	Payment for Agua Fuente Management, Inc. for the period 07/11/2024 to 08/10/2024		10,013.84	182,838.04		10,013.84											
08/24/2024	0000-514-179	Payment for J&S Aircon maintenance services (Aircon Cleaning)		6,887.50	175,950.54									Repairs and Maintenance - Semi Expendable Office Equipment	5021321002	6,887.50		
08/24/2024	0000-514-180	Payment for labor expense in repainting of floors in the hallways and window grills		5,000.00	170,950.54									Other General Services	5021299000	5,000.00		
08/28/2024	0000-514-181	Payment for J&S Aircon maintenance services (Aircon repair/reprocessing)		6,175.00	164,775.54									Repairs and Maintenance - Semi Expendable Office Equipment	5021321002	6,175.00		
08/29/2024	0000-514-182	Payment for Luigi & Gerardo Trading		46,304.02	118,471.52						9,535.27			Semi-Expendable - ICT Equipment	5020321003	36,768.75		
08/29/2024	0000-514-183	Payment for ACVI Enterprises		42,700.80	75,770.72					42,700.80								
08/30/2024	0000-514-184	Payment for Shoppau office and school supplies trading		39,770.72	36,000.00					33,538.49	6,232.23							
08/30/2024	0000-514-186	Reimbursement for School Head's mobile expense		1,500.00	34,500.00									Telephone Expenses - Mobile	5020502001	1,500.00		
08/30/2024	0000-514-187	Payment for Job order payroll (August 01 to 31, 2024)		34,000.00	500.00									Janitorial Services Other General Services	5021202000 5021299000	22,000.00 12,000.00		
					500.00													
					500.00													
			197,600.00	197,600.00	500.00	-	10,013.84	5,248.12	-	76,239.29	15,767.50	-	-				90,331.25	

Certified Correct:

  
 NANETH P. SALVADOR, EdD  
 PRINCIPAL I


## CASH IN BANK REGISTER

Entity Name: DEPARTMENT OF EDUCATION  
 Sub-Office/District/Division: DIVISION OF GENERAL TRIAS CITY  
 Municipality/City/Province: GENERAL TRIAS CITY  
 Fund Cluster: 1

Sheet No.: 1  
 Name of Disbursing Officer: NANETH P. SALVADOR, EdD  
 Station: LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
 Bank: LANDBANK CA 2712-1034-45  
 Location: CEZ ROSARIO CAVITE BRANCH

Date	Check No.	Particulars	CASH IN BANK			BREAKDOWN OF WITHDRAWALS/PAYMENTS										OTHERS		
			Deposits	Withdrawals/ Payments	Balance	MAINTENANCE AND OTHER OPERATING EXPENSES								Account Description	UACS Code	Amount		
						Electricity Expenses (50204020)	Water Expenses (50204010)	Internet Subscription Expenses (50205030)	Telephone Expenses - Mobile (5020502001)	Office Supplies Expenses (50203010)	Other Supplies and Materials (50203990)	Training Expenses (5020201002)	Labor and Wages (50216010)					
		Beginning balance			500.00													
08/14/2024		Liquidation for MOOE for the month of August 2024	197,600.00		198,100.00													
08/06/2024		Liquidation for MOOE for the month of August 2024 (Additional MOOE)	161,500.00		359,600.00													
08/16/2024	0000-514-171	Payment for Converge ICT Solutions INC. internet expense		2,812.50	356,787.50			2,812.50										
08/16/2024	0000-514-172	Payment for PLDT INC. (Guidance Office)		1,217.81	355,569.69			1,217.81										
08/16/2024	0000-514-173	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	354,351.88			1,217.81										
	0000-514-174	Cancelled			354,351.88													
08/16/2024	0000-514-175	Payment for Agua Fuente Management, Inc. for the period 07/11/2024 to 08/10/2024		10,013.84	344,338.04		10,013.84							Semi-Expendable - Office Equipment	5020321002	35,017.85		
08/23/2024	0000-514-176	Payment for Luigi & Gerardo Trading		35,017.85	309,320.19													
08/24/2024	0000-514-177	Payment for Richdome Glass and Aluminum Works		46,550.00	262,770.19						46,550.00			Repairs and Maintenance - Other Structures	5021304099	42,187.50		
08/24/2024	0000-514-178	Payment for Remm Plumbing Repair Services		42,187.50	220,582.69									Repairs and Maintenance - Semi-Expendable Office Equipment	5021321002	6,887.50		
08/24/2024	0000-514-179	Payment for J&S Aircon maintenance services (Aircon Cleaning)		6,887.50	213,695.19									Other General Services	5021299000	5,000.00		
08/24/2024	0000-514-180	Payment for labor expense in repainting of floors in the hallways and window grills		5,000.00	208,695.19									Repairs and Maintenance - Semi-Expendable Office Equipment	5021321002	6,175.00		
08/28/2024	0000-514-181	Payment for J&S Aircon maintenance services (Aircon repair/reprocessing)		6,175.00	202,520.19									Semi-Expendable - ICT Equipment	5020321003	36,768.75		
08/29/2024	0000-514-182	Payment for Luigi & Gerardo Trading		46,304.02	156,216.17						9,535.27							
08/29/2024	0000-514-183	Payment for ACVI Enterprises		42,700.80	113,515.37					42,700.80								
08/30/2024	0000-514-184	Payment for Shoppau office and school supplies trading		39,770.72	73,744.65					33,538.49	6,232.23							
08/30/2024	0000-514-185	Payment for Shoppau Office and School Supplies Trading		37,744.65	36,000.00					644.65	37,100.00							
08/30/2024	0000-514-186	Reimbursement for School Head's mobile expense		1,500.00	34,500.00									Telephone Expenses - Mobile	5020502001	1,500.00		
08/30/2024	0000-514-187	Payment for Job order payroll (August 01 to 31, 2024)		34,000.00	500.00									Janitorial Services	5021202000	22,000.00		
					500.00									Other General Services	5021299000	12,000.00		
					500.00													
			359,100.00	359,100.00	500.00	-	10,013.84	5,248.12	-	76,883.94	99,417.50	-	-					167,536.60

Certified Correct:

  
 NANETH P. SALVADOR, EdD  
 PRINCIPAL I





<b>DIVISION OF GENERAL TRIAS CITY</b>				Fund Cluster : 01	
<b>DISBURSEMENT VOUCHER</b>				Date: 08/02/2024 DV No. : MOOE-2024-08-0405	
<b>Mode of Payment</b>		<input type="checkbox"/> MDS Check <input type="checkbox"/> Commercial Check <input checked="" type="checkbox"/> ADA <input type="checkbox"/> Others: CASH			
<b>Payee</b>		VARIOUS SCHOOLS		TIN/Employee No.: N/A	
<b>Address</b>		DIVISION OF GENERAL TRIAS CITY			
<b>Particulars</b>		<b>Responsibility Center</b>		<b>MFO/PAP</b>	
To download MOOE allocation of various schools for the month of August 2024 in the total amount of .....  Amount Due		MOOE		310400100002000 310400100003000 310400100004000	
				4,561,900.00	
				4,561,900.00	
<b>A. Certified:</b> Expenses/Cash Advance necessary, lawful and incurred under my direct supervision.  <div style="text-align: center;"> <b>ALMA C. CRUZADA</b>          Administrative Officer V          Printed Name, Designation and Signature of Supervisor       </div>					
<b>B. Accounting Entry:</b>					
Account Title		UACS Code		Debit      Credit	
Advances for Operating Expenses		1990101000		4,561,900.00	
Cash - National Treasury, Modified Disbursement System		1010404000		4,561,900.00	
<b>C. Certified:</b>			<b>D. Approved for Payment</b>		
<input checked="" type="checkbox"/> Cash available <input checked="" type="checkbox"/> Subject to Authority to Debit Account (when applicable) <input checked="" type="checkbox"/> Supporting documents complete and amount claimed proper			Four Million Five Hundred Sixty One Thousand Nine Hundred Pesos Only		
Signature		Signature		Signature	
Printed Name		Printed Name		Printed Name	
Position		Position		Position	
Head, Accounting Unit/Authorized Representative		Head, Accounting Unit/Authorized Representative		Agency Head/Authorized Representative	
Date		Date		Date	
<b>E. Receipt of Payment</b>				JEV No.	
Check/ADA No. :		Date :		Bank Name & Account Number:	
Signature :		Date :		Printed Name:	
Official Receipt No. & Date/Other Documents					



APPENDIX JJ

## 42

Payroll No. : \_\_\_\_\_  
Sheet 3 of 3

o/c 10/14

**Republic of the Philippines**  
**Department of Education**  
**REGION IV-A CALABARZON**  
**SCHOOLS DIVISION OF GENERAL TRIAS CITY**

**MOOE REQUIREMENTS**

- ☒ Liquidation Report
- ☒ Cash Disbursement Register
- ☒ Photocopy of Disbursement Voucher (CA Liquidated)
- ☒ Summary of Tax Withheld

**Supplies and Other Materials**

- ☒ Official Receipts/Sales Invoices
- ☒ BIR Forms 2306/2307
- ☒ Purchase Request
- ☒ Inspection and Acceptance Form
- ☒ Purchase Order
- ☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)
- ☒ Inventory Custodian Slip (for non-consumable items)
- ☒ Pictures of Purchased Good/s (signed by the Inspection Committee)

**Fidelity Bond**

- ☒ Reimbursement Expense Receipt (RER)

**Payroll**

- ☒ Payroll
- ☒ DTR
- ☒ Job Order Contract (signed by SDS)

**Utilities**

- ☒ Official Receipt
- ☒ Billing Statement
- ☒ BIR Form 2306/2307

**Registration Fee**

- ☒ Travel Order signed by SDS / Regional Director
- ☒ Memorandum
- ☒ Certificate of Appearance
- ☒ Official Receipt (OR)

- ☒ Narrative Report
- ☒ Cash in Bank Register
- ☒ Report of Accountability for Accountable Forms (RAAF)

**Repairs and Maintenance**

- ☒ Official Receipts (OR)
- ☒ Delivery Receipts (if not itemized in OR)
- ☒ BIR Forms 2306/2307
- ☒ Purchase Request
- ☒ Inspection and Acceptance Form
- ☒ Purchase Order
- ☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)
- ☒ Program of Works signed by Division Engineer (Materials and Labor - P10,000.00 and above)
- ☒ Pictures of Repair and Materials (signed by the Inspection Committee)

**Travelling Expenses**

- ☒ Travel Order signed by SDS / Regional Director
- ☒ Memorandum
- ☒ Certificate of Appearance (original copy)
- ☒ Official Receipt (fare/registration fee/hotel accomodation)
- ☒ Boarding Pass/Airfare ticket (if available)
- ☒ Driver's Trip Ticket, if applicable
- ☒ Certification of Travel Completed
- ☒ Itinerary of Travel (signed by SDS)
- ☒ Duly accomplished RER if van hired
- ☒ Certificate of Not Requiring Receipt (for P300.00 and below)

**REMARKS:**

- ☒ Complete
- ☐ Incomplete

Checked By: 

Date: 10/7/24

Doc.Ref.Code	SDO-OSDS-F001	Rev	00
Effectivity	04.19.23	Page	1-1






DEPARTMENT OF EDUCATION  
DIVISION OF GENERAL TRIAS CITY  
**RECEIVED**  
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11:55  
No 2024-10-0358

# MOOE LIQUIDATION REPORT

Additional Fund  
*September*  
2024

LUIS Y. FERRER JR. NORTH  
NATIONAL HIGH SCHOOL



<b>LIQUIDATION REPORT</b>		Serial No.: <u>2024-0571</u>
Period Covered <b>SEPTEMBER 2024 Additional MOOE</b>		Date: _____
Entity Name : <b>DIVISION OF GENERAL TRIAS CITY - LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL</b>		Responsibility Center Code: 307823
Fund Cluster : <u>01101101</u>		
PARTICULARS		AMOUNT
Cash Advance for the month of  <b>SEPTEMBER 2024</b> <b>Additional MOOE</b>		<b>₱161,500.00</b>
TOTAL AMOUNT SPENT		→      ₱      161,500.00
AMOUNT OF CASH ADVANCE PER DV NO. _____ DTD. _____		→      ₱      161,500.00
AMOUNT REFUNDED PER OR NO. _____ DTD. _____		→      _____
AMOUNT TO BE REIMBURSED		→      -
<div style="border: 1px solid black; padding: 5px;"> <b>A</b>   Certified: Correctness of the above data   <div style="text-align: center;">   <u>NANETH P. SALVADOR, EdD</u>  Principal I </div> </div>	<div style="border: 1px solid black; padding: 5px;"> <b>B</b>   Certified: Purpose of travel / cash advance duly accomplished   <div style="text-align: center;">   <u>DAISY Z. MIRANDA, CESO V</u>  Schools Division Superintendent </div> </div>	<div style="border: 1px solid black; padding: 5px;"> <b>C</b>   Certified: Supporting documents complete and proper   <div style="text-align: center;">   <u>CHRISTINE ANN B. CORDERO</u>  Accountant III </div> </div>
Date: _____	Date: _____	JEV No.: _____ Date: _____



## CASH DISBURSEMENTS REGISTER

Entity Name: LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

Sub-Office/District/Division: DIVISION OF GENERAL TRIAS CITY

Municipality/City/Province: GENERAL TRIAS CITY

Fund Cluster : 01-101-101

Name of Accountable Officer: NANETH P. SALVADOR, EdD

Official Designation: Principal I

Station: MOOE-Secondary

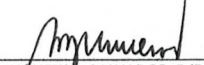
Register No. : 1

Sheet No. :

Date	DV/Payroll/ Check No.	Particulars	Advances for Operating Expenses (19901010)			BREAKDOWN OF PAYMENTS						
			Amount			5%	3%	2%	1%	OTHERS		
			Cash Advance	Payments	Balance	(2020101004)	(2020101003)	(2020101002)	(2020101001)	Account Description	UACS Object Code	Amount
			<b>161,500.00</b>									
09/23/2024	0000-514-195	Payment for Shoppau Office and School Supplies Trading		39,182.15	122,317.85	1,848.21			369.64	Other Supplies and Materials Expenses	5020399000	41,400.00
09/23/2024	0000-514-196	Payment for Luigi & Gerardo Trading		35,017.85	87,300.00	1,651.79			330.36	Semi-Expendable - Office Equipment	5020321002	37,000.00
09/24/2024	0000-514-199	Payment for AVID Sales Corporation		43,534.76	43,765.24	2,053.53			410.71	Semi-Expendable - ICT Equipment	5020321003	45,999.00
09/25/2024	0000-514-202	Payment for ACVI Enterprises		43,765.24	0.00		1,367.66		455.89	Semi-Expendable Sports Equipment	5020321012	45,588.79
		<b>Totals</b>		<b>161,500.00</b>	<b>0.00</b>	<b>5,553.53</b>	<b>1,367.66</b>	<b>0.00</b>	<b>1,566.60</b>			<b>168,988.79</b>
										<b>Recapitulation:</b>		
										<b>Account Description</b>	<b>UACS Object Code</b>	<b>Amount</b>
										Semi-Expendable - Office Equipment	5020321002	37,000.00
										Semi-Expendable - ICT Equipment	5020321003	45,999.00
										Office Supplies Expenses	5020301002	-
										Other Supplies and Materials Expenses	5020399000	41,400.00
										Semi-Expendable Sports Equipment	5020321012	45,588.79
										<b>Due to BIR</b>	2020101000	(8,487.79)
												<b>161,500.00</b>


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:

  
NANETH P. SALVADOR, EdD  
Principal I

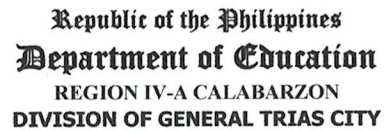
Date:

RECEIVED BY:

  
CHRISTINE ANN B. CORDERO  
Accountant III

Date:

10/14/24



**SUMMARY OF TAX WITHHELD FROM SUPPLIERS/CONTRACTORS (GOODS/SERVICES)**

Certified Correct by:

**NANETH P. SALVADOR, EdD**  
Principals I




## CASH IN BANK REGISTER

Entity Name: DEPARTMENT OF EDUCATION  
 Sub-Office/District/Division: DIVISION OF GENERAL TRIAS CITY  
 Municipality/City/Province: GENERAL TRIAS CITY  
 Fund Cluster: 1

Sheet No.: 1  
 Name of Disbursing Officer: NANETH P. SALVADOR, EdD  
 Station: LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
 Bank: LANDBANK CA 2712-1034-45  
 Location: CEZ ROSARIO CAVITE BRANCH

Date	Check No.	Particulars	CASH IN BANK			BREAKDOWN OF WITHDRAWALS/PAYMENTS										OTHERS		
						MAINTENANCE AND OTHER OPERATING EXPENSES												
			Deposits	Withdrawals/ Payments	Balance	Electricity Expenses	Water Expenses	Internet Subscription Expenses	Telephone Expenses - Mobile	Office Supplies Expenses	Other Supplies and Materials Expenses	Training Expenses	Labor and Wages	Account Description	UACS Code	Amount		
						(50204020)	(50204010)	(50205030)	(5020502001)	(50203010)	(50203990)	(5020201002)	(50216010)					
		Beginning balance			500.00													
		Liquidation for MOOE for the month of September 2024 (Additional MOOE)	161,500.00		162,000.00													
09/23/2024	0000-514-195	Payment for Shoppau Office and School Supplies Trading		39,182.15	122,817.85						39,182.15							
09/23/2024	0000-514-196	Payment for Luigi & Gerardo Trading		35,017.85	87,800.00									Semi-Expendable - Office Equipment	5020321002	35,017.85		
09/24/2024	0000-514-199	Payment for AVID Sales Corporation		43,534.76	44,265.24									Semi-Expendable - ICT Equipment	5020321003	43,534.76		
09/25/2024	0000-514-202	Payment for ACVI Enterprises		43,765.24	500.00									Semi-Expendable Sports Equipment	5020321012	43,765.24		
					500.00													
					500.00													
					500.00													
					500.00													
					500.00													
					500.00													
					500.00													
					500.00													
					500.00													
					500.00													
					500.00													
			161,500.00	161,500.00	500.00	-	-	-	-	-	39,182.15	-	-				122,317.85	

Certified Correct:

  
 NANETH P. SALVADOR, EdD  
 PRINCIPAL I

**REPORT OF ACCOUNTABILITY FOR ACCOUNTABLE FORMS**  
For the months of **SEPTEMBER 2024**


**Entity Name : LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL -DIVISION OF GEN. TRIAS CITY**

**Fund Cluster : 101**

Accountable Forms			Beginning Balance			Receipt			Issue			Ending Balance		
Name of Form	Number	Face Value	Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.		Quantity	Inclusive Serial Nos.	
				From	To		From	To		From	To		From	To
Commercial Check Account No. 2712-1034-45			112	514189	514300				16	514189	514204	96	514205	514300

**CERTIFICATION**

I hereby certify that the foregoing is a true statement of all accountable forms received,  
issued and transferred by me during the period above-stated and that the beginning and ending balances are correct.

  
**NANETH P. SALVADOR, EdD**  
 Principal I





Republic of the Philippines  
**Department of Education**

REGION IV-A CALABARZON  
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
PHASE VI, WELLINGTON PLACE, PASONG CAMACHILE II, GENERAL TRIAS CITY, CAVITE


---

**DAISY Z. MIRANDA, CESO V**  
Schools Division Superintendent  
Division of General Trias City  
General Trias City, Cavite

**Madam:**

I have the honor to submit herewith the Cash Disbursement Register for the month of September 2024 and Summary of Tax Withheld from Suppliers Contractors (Goods/Services) of the above-mentioned school for its additional MOOE allocation.

Very truly yours,

  
**NANETH P. SALVADOR, EdD**  
*Principal I*



Republic of the Philippines  
**Department of Education**

REGION IV-A CALABARZON  
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
PHASE VI, WELLINGTON PLACE, PASONG CAMACHILE II, GENERAL TRIAS CITY, CAVITE

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**NARRATIVE ON THE UTILIZATION OF ADDITIONAL MOOE OF  
LUIS Y. FERRER, JR. NORTH NATIONAL HIGH SCHOOL FOR  
THE MONTH OF SEPTEMBER 2024**

Our school utilized ₱161,500.00 MOOE for the procurement of whistle that will be given to Grade 9 & Grade 10 students, procurement of smart television set, procurement of camera and battery charger that will be issued to Filipino Journalism Club, and procurement of Sports equipments.

  
**NANETH P. SALVADOR, EdD**  
*Principal I*



checked  
11/24  
ok 12/4

Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
**SCHOOLS DIVISION OF GENERAL TRIAS CITY**

**MOOE REQUIREMENTS**

- ☒ Liquidation Report
- ☒ Cash Disbursement Register
- ☒ Photocopy of Disbursement Voucher (CA Liquidated)
- ☒ Summary of Tax Withheld

**Supplies and Other Materials**

- ☒ Official Receipts/Sales Invoices
- ☒ BIR Forms 2306/2307
- ☒ Purchase Request
- ☒ Inspection and Acceptance Form
- ☒ Purchase Order
- ☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)
- ☒ Inventory Custodian Slip (for non-consumable items)
- ☒ Pictures of Purchased Good/s (signed by the Inspection Committee)

**Fidelity Bond**

- ☒ Reimbursement Expense Receipt (RER)

**Payroll**

- ☒ Payroll
- ☒ DTR
- ☒ Job Order Contract (signed by SDS)

**Utilities**

- ☒ Official Receipt
- ☒ Billing Statement
- ☒ BIR Form 2306/2307

**Registration Fee**

- ☒ Travel Order signed by SDS / Regional Director
- ☒ Memorandum
- ☒ Certificate of Appearance
- ☒ Official Receipt (OR)

- ☒ Narrative Report
- ☒ Cash in Bank Register
- ☒ Report of Accountability for Accountable Forms (RAAF)

**Repairs and Maintenance**

- ☒ Official Receipts (OR)
- ☒ Delivery Receipts (if not itemized in OR)
- ☒ BIR Forms 2306/2307
- ☒ Purchase Request
- ☒ Inspection and Acceptance Form
- ☒ Purchase Order
- ☒ Canvass from 3 suppliers (for purchases P1,000.00 and above)
- ☒ Program of Works signed by Division Engineer (Materials and Labor - P10,000.00 and above)
- ☒ Pictures of Repair and Materials (signed by the Inspection Committee)

**Travelling Expenses**

- ☒ Travel Order signed by SDS / Regional Director
- ☒ Memorandum
- ☒ Certificate of Appearance (original copy)
- ☒ Official Receipt (fare/registration fee/hotel accomodation)
- ☒ Boarding Pass/Airfare ticket (if available)
- ☒ Driver's Trip Ticket, if applicable
- ☒ Certification of Travel Completed
- ☒ Itinerary of Travel (signed by SDS)
- ☒ Duly accomplished RER if van hired
- ☒ Certificate of Not Requiring Receipt (for P300.00 and below)

**REMARKS:**

- ☒ Complete
- ☐ Incomplete

Checked By: *[Signature]*

Date: 11/4/24

Doc.Ref.Code	SDO-OSDS-F001	Rev	00
Effectivity	04.19.23	Page	1-1



MOOE

DEPARTMENT OF EDUCATION  
DIVISION OF GENERAL TRIAS CITY  
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# LIQUIDATION REPORT

October

2024

LUIS Y. FERRER JR. NORTH  
NATIONAL HIGH SCHOOL



# LIQUIDATION REPORT

Period Covered

OCTOBER 2024

Serial No.: 2024-0604

Date: \_\_\_\_\_

Entity Name :

DIVISION OF GENERAL TRIAS CITY -  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

Fund Cluster :

01101101

Responsibility Center Code: 307823

## PARTICULARS

## AMOUNT

Cash Advance for the month of

OCTOBER 2024

₱197,600.00

TOTAL AMOUNT SPENT

→ ₱ 197,600.00

AMOUNT OF CASH ADVANCE PER DV NO. \_\_\_\_\_ DTD. \_\_\_\_\_


→ ₱ 197,600.00

AMOUNT REFUNDED PER OR NO. \_\_\_\_\_ DTD. \_\_\_\_\_

AMOUNT TO BE REIMBURSED

→ -

**A** Certified: Correctness of the  
above data

  
**NANETH P. SALVADOR, EdD**  
Principal I

**B** Certified: Purpose of travel /  
cash advance duly accomplished

  
**DAISY Z. MIRANDA, CESO V**  
Schools Division Superintendent

**C** Certified: Supporting  
documents complete and proper

  
**CHRISTINE ANN B. CORDERO**  
Accountant III

JEV No.: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## CASH DISBURSEMENTS REGISTER

Entity Name: **LUIS Y FERRER JR. NORTH NATIONAL HIGH SCHOOL**  
 Sub-Office/District/Division: **DIVISION OF GENERAL TRIAS CITY**  
 Municipality/City/Province: **GENERAL TRIAS CITY**  
 Fund Cluster: **01-101-101**

Name of Accountable Officer: **NANETH P. SALVADOR, EdD**  
 Official Designation: **Principal I**  
 Station: **MOOE-Secondary**  
 Register No.: **1**  
 Sheet No.:

Date	D/Payroll/ Check No.	Particulars	Advances for Operating Expenses (19901010)			BREAKDOWN OF PAYMENTS							
			Amount			5%	3%	2%	1%	OTHERS			
			Cash Advance	Payments	Balance	(202010100)	(2020101003)	(2020101002)	(2020101001)	Account	Description	11ACS Object Code	Amount
			<b>197,600.00</b>										
10/14/2024	3000-514-205	Payment to Meralco for the period of 06/29/2024 to 07/28/2024		46,403.91	151,196.09	1,758.61		725.23		Electricity Expenses		5020402000	48,887.75
10/14/2024	3000-514-206	Payment to Meralco for the period of 06/29/2024 to 09/28/2024		39,332.87	111,863.22	1,840.66		756.01		Electricity Expenses		5020402000	41,929.54
10/14/2024	3000-514-207	Payment to Meralco for the period of 05/29/2024 to 10/28/2024		41,414.41	70,448.81	1,944.72		797.62		Electricity Expenses		5020402000	44,156.75
10/14/2024	3000-514-208	Cancelled			70,448.81								
10/14/2024	3000-514-209	Payment to Converge ICT Solutions INC internet expense		2,812.50	67,636.31	133.93		53.57		Internet Subscription Expenses		5020503000	3,000.00
10/14/2024	3000-514-210	Payment to PLDT INC. (Guidance Office)		1,217.81	66,418.50	57.99		23.20		Internet Subscription Expenses		5020503000	1,299.00
10/14/2024	3000-514-211	Payment to PLDT INC. (ICT/Computer Laboratory)		1,217.81	65,200.69	57.99		23.20		Internet Subscription Expenses		5020503000	1,299.00
10/14/2024	3000-514-212	Payment to Agua Fuente Management Inc. for the period 09/11/2024 to 10/10/2024		9,152.85	56,047.84	435.85		174.34		Water Expenses		5020401000	9,763.04
10/14/2024	3000-514-213	Reimbursement of Naneth P. Salvador for attending the 2024 National Teachers Month Kick-off Program		2,000.00	54,047.84					Training Expenses		5020201002	2,000.00
10/14/2024	3000-514-214	Reimbursement for food expense in the conduct of 1st Qtr. State of the School Address		3,183.00	50,864.84					Training Expenses		5020201002	3,183.00
10/14/2024	3000-514-215	Payment to Ziren Printing Shop		2,565.00	48,299.84		81.00	54.00		Printing and Publication Expenses		5029902000	2,700.00
10/28/2024	3000-514-216	Payment to Luigi & Gerardo Trading		7,489.84	40,810.00	353.29			70.66	Office Supplies Expenses		5020301002	7,700.00
10/31/2024	3000-514-221	Payment to postage and courier services		2,510.00	38,300.00					Other Supplies and Materials Expenses		5020399000	213.79
10/31/2024	3000-514-222	Reimbursement for School Head's mobile expense		1,500.00	36,800.00					Postage and Courier Services		5020501000	2,510.00
10/31/2024	3000-514-223	Payment to Job order payroll (October 01 to 31, 2024)		36,800.00	0.00					Telephone Expenses - Mobile		5020502001	1,500.00
		<b>Totals</b>		<b>197,600.00</b>	<b>0.00</b>	<b>6,583.04</b>	<b>81.00</b>	<b>2,607.17</b>	<b>70.66</b>	Janitorial Services		5021202000	23,000.00
										Other General Services		5021299000	13,800.00
													<b>206,941.87</b>
										<b>Recapitulation:</b>			
										Account Description		11ACS Object Code	Amount
										Water Expenses		5020401000	9,763.04
										Electricity Expenses		5020402000	134,974.04
										Internet Expense		5020503000	5,598.00
										Janitorial Services		5021202000	23,000.00
										Other General Services		5021299000	13,800.00
										Telephone Expenses - Mobile		5020502001	1,500.00
										Office Supplies Expenses		5020301002	7,700.00
										Other Supplies and Materials Expenses		5020399000	213.79
										Training Expenses		5020201002	5,183.00
										Postage and Courier Services		5020501000	2,510.00
										Printing and Publication Expenses		5029902000	2,700.00
										<b>Due to BIR</b>		2020101000	(9,341.87)
													<b>197,600.00</b>


CERTIFIED CORRECT:

  
**NANETH P. SALVADOR, EdD**  
 Principal I

Date:

RECEIVED BY:

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" column.

  
**CHRISTINE ANN B. CORDERO**  
 Accountant II

Date:



## CASH DISBURSEMENTS REGISTER

Entity Name:

LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

Sub-Office/District/Division:

DIVISION OF GENERAL TRIAS CITY

Municipality/City/Province:

GENERAL TRIAS CITY

Fund Cluster :

01-101-101

Name of Accountable

NANETH P. SALVADOR, EdD

Officer:

Principal I

Official Designation:

Station:

Register No. :

MOOE-Secondary

Sheet No. :

1

Date	DV/Payroll/ Check No.	Particulars	Advances for Operating Expenses (19901010)			BREAKDOWN OF PAYMENTS						
			Amount			5%	3%	2%	1%	OTHERS		
			Cash Advance	Payments	Balance					Account Description	UACS Object Code	Amount
			197,600.00			(202010100)	(2020101003)	(2020101002)	(2020101001)			
10/14/2024	0000-514-205	Payment for Meralco for the period of 06/29/ 2024 to 07/28/2024		46,403.91	151,196.09	1,758.61		725.23		Electricity Expenses	5020402000	48,887.75
10/14/2024	0000-514-206	Payment for Meralco for the period of 08/29/ 2024 to 09/28/2024		39,332.87	111,863.22	1,840.66		756.01		Electricity Expenses	5020402000	41,929.54
10/14/2024	0000-514-207	Payment for Meralco for the period of 09/29/ 2024 to 10/28/2024		41,414.41	70,448.81	1,944.72		797.62		Electricity Expenses	5020402000	44,156.75
10/14/2024	0000-514-208	Cancelled			70,448.81							
10/14/2024	0000-514-209	Payment for Converge ICT Solutions INC. internet expense		2,812.50	67,636.31	133.93		53.57		Internet Subscription Expenses	5020503000	3,000.00
10/14/2024	0000-514-210	Payment for PLDT INC. (Guidance Office)		1,217.81	66,418.50	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
10/14/2024	0000-514-211	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	65,200.69	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
10/14/2024	0000-514-212	Payment for Agua Fuente Management, Inc. for the period 09/11/2024 to 10/10/2024		9,152.85	56,047.84	435.85		174.34		Water Expenses	5020401000	9,763.04
10/14/2024	0000-514-213	Reimbursement of Naneth P. Salvador for attending the 2024 National Teachers Month Kick-off Program		2,000.00	54,047.84					Training Expenses	5020201002	2,000.00
10/14/2024	0000-514-214	Reimbursement for food expense in the conduct of 1st Qtr. State of the School Address		3,183.00	50,864.84					Training Expenses	5020201002	3,183.00
10/14/2024	0000-514-215	Payment for Ziren Printing Shop		2,565.00	48,299.84		81.00	54.00		Printing and Publication Expenses	5029902000	2,700.00
10/28/2024	0000-514-216	Payment for Luigi & Gerardo Trading		7,489.84	40,810.00	353.29			70.66	Office Supplies Expenses	5020301002	7,700.00
10/31/2024	0000-514-221	Payment for postage and courier services		2,510.00	38,300.00					Other Supplies and Materials Expenses	5020399000	213.79
10/31/2024	0000-514-222	Reimbursement for School Head's mobile expense		1,500.00	36,800.00					Postage and Courier Services	5020501000	2,510.00
10/31/2024	0000-514-223	Payment for Job order payroll (October 01 to 31, 2024)		36,800.00	0.00					Telephone Expenses - Mobile	5020502001	1,500.00
		<b>Totals</b>		<b>197,600.00</b>	<b>0.00</b>	<b>6,583.04</b>	<b>81.00</b>	<b>2,607.17</b>	<b>70.66</b>	Janitorial Services	5021202000	23,000.00
										Other General Services	5021299000	13,800.00
												<b>206,941.87</b>
										<b>Recapitulation:</b>		
										<b>Account Description</b>	<b>UACS Object Code</b>	<b>Amount</b>
										Water Expenses	5020401000	9,763.04
										Electricity Expenses	5020402000	134,974.04
										Internet Expense	5020503000	5,598.00
										Janitorial Services	5021202000	23,000.00
										Other General Services	5021299000	13,800.00
										Telephone Expenses - Mobile	5020502001	1,500.00
										Office Supplies Expenses	5020301002	7,700.00
										Other Supplies and Materials Expenses	5020399000	213.79
										Training Expenses	5020201002	5,183.00
										Postage and Courier Services	5020501000	2,510.00
										Printing and Publication Expenses	5029902000	2,700.00
										<b>Due to BIR</b>	2020101000	(9,341.87)
												<b>197,600.00</b>

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:

NANETH P. SALVADOR, EdD  
Principal I

Date:

RECEIVED BY:

CHRISTINE ANN B. CORDERO  
Accountant III

Date:



Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY

SCHOOL : LUIS Y. FERRER, JR. NORTH NATIONAL HIGH SCHOOL  
DISTRICT: CITY OF GENERAL TRIAS  
MONTH: OCTOBER 2024

**SUMMARY OF TAX WITHHELD FROM SUPPLIERS/CONTRACTORS (GOODS/SERVICES)**

No.	NAME OF PAYEE	ADDRESS	VAT /NON-VAT	TIN NO.	GROSS AMOUNT (Tax Base)	TAX RATE	2306 (Amount of Tax Deducted)	2307 (Amount of Tax Deducted)	REMARKS
1	MERALCO 06/29/ 2024 to 07/28/2024	Rosario, Cavite	VAT	000-101-528-000	35,172.29	7%	1,758.61	725.23	
2	MERALCO 07/29/ 2024 to 08/28/2024	Rosario, Cavite	VAT	000-101-528-000	36,261.33	7%	1,840.66	756.01	
3	MERALCO 08/29/ 2024 to 09/28/2024	Rosario, Cavite	VAT	000-101-528-000	36,813.20	7%	1,944.72	797.62	
4	AGUA FUENTE MANAGEMENT, INC. (for the period 09/11/2024 to 10/10/2024)	Cainta, Rizal	VAT	010-530-420-000	37,800.43	7%	435.85	174.34	
5	CONVERGE ICT SOLUTIONS INC.	Dasmariñas City, Cavite	VAT	006-895-049-091	38,894.31	7%	133.93	53.57	
6	PLDT INC. (GUIDANCE OFFICE)	Makati, City	VAT	000-488-793-000	39881.23	7%	57.99	23.20	
7	PLDT INC. (ICT/COMPUTER LABORATORY)	Makati, City	VAT	000-488-793-000	8,717.00	7%	57.99	23.20	
8	NANETH P. SALVADOR (Reimbursement for attending the 2024 National Teachers Month Kick-off Program)	-	-	-	1,159.82	7%	-	-	
9	NANETH P. SALVADOR (Reimbursement for food expense in the conduct of 1st Qtr. State of the School Address)	-	-	-	2,000.00	-	-	-	
10	ZIREN PRINTING SHOP	Trece Martires City, Cavite	NON-VAT	231-412-875-000	3,183.00	-	-	-	
13	LUIGI & GERARDO TRADING	Trece Martires City, Cavite	VAT	215-885-979-00000	2,700.00	5%	81.00	54.00	
14	NANETH P. SALVADOR (Reimbursement for postage and courier services)	-	-	-	7,065.88	6%	353.29	70.66	
15	NANETH P. SALVADOR (Mobile Load Expense)	-	-	-	2,510.00	-	-	-	
16	NANETH P. SALVADOR (Reimbursement of salary for Job Order Personnels for the period October 01 to 31, 2024)	-	-	-	1,500.00	-	-	-	
	**NOTHING FOLLOWS**				36,800.00	-	-	-	
TOTAL							6,664.04	2,677.83	9,341.87

Certified Correct by:

  
NANETH P. SALVADOR, EdD  
Principal I




**Fund Cluster : 101**

[illegible]

CERTIFICATION

I hereby certify that the foregoing is a true statement of all accountable forms received, issued and transferred by me during the period above-stated and that the beginning and ending balances are correct.

  
NANETH P. SALVADOR, EdD  
Principal I

## CASH IN BANK REGISTER

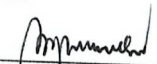
Appendix 37

Entity Name: **DEPARTMENT OF EDUCATION**  
 Sub-Office/District/Division: **DIVISION OF GENERAL TRIAS CITY**  
 Municipality/City/Province: **GENERAL TRIAS CITY**  
 Fund Cluster : **1**

Sheet No.: **1**  
 Name of Disbursing Officer: **NANETH P. SALVADOR, EdD**  
 Station: **LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL**  
 Bank : **LANDBANK CA 2712-1034-45**  
 Location: **CEZ ROSARIO CAVITE BRANCH**

NATIONAL HIGH SCHOOL																		
Bank : LANDBANK CA 2712-1034-45																		
Location: CEZ ROSARIO CAVITE BRANCH																		
Date	Check No.	Particulars	CASH IN BANK			BREAKDOWN OF WITHDRAWALS/PAYMENTS												
			Deposits	Withdrawals/ Payments	Balance	MAINTENANCE AND OTHER OPERATING EXPENSES									OTHERS			
						Electricity Expenses (50204020)	Water Expenses (50204010)	Internet Subscription Expenses (50205030)	Telephone Expenses - Mobile (5020502001)	Office Supplies Expenses (50203010)	Other Supplies and Materials Expenses (50203990)	Training Expenses (502020100 2)	Labor and Wages (50216010)	Account Description	UACS Code	Amount		
		Beginning balance			532.13													
10/10/2024		Cash advance for Regular MOOE for the month of October 2024	197,600.00		198,132.13													
10/10/2024		Cash advance for additional MOOE for the month of October 2024	161,500.00		359,632.13													
10/22/2024		Cash advance for Special Education Fund	60,000.00		419,632.13													
10/14/2024	0000-514-205	Payment for Meralco for the period of 06/29/ 2024 to 07/28/2024		46,403.91	373,228.22	46,403.91												
10/14/2024	0000-514-206	Payment for Meralco for the period of 08/29/ 2024 to 09/28/2024		39,332.87	333,895.35	39,332.87												
10/14/2024	0000-514-207	Payment for Meralco for the period of 09/29/ 2024 to 10/28/2024		41,414.41	292,480.94	41,414.41												
10/14/2024	0000-514-208	Cancelled			292,480.94													
10/14/2024	0000-514-209	Payment for Converge ICT Solutions INC. internet expense		2,812.50	289,668.44													
10/14/2024	0000-514-210	Payment for PLDT INC. (Guidance Office)		1,217.81	288,450.63			2,812.50										
10/14/2024	0000-514-211	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81	287,232.82			1,217.81										
10/14/2024	0000-514-212	Payment for Agua Fuente Management, Inc. for the period 09/11/2024 to 10/10/2024		9,152.85	278,079.97		9,152.85											
10/14/2024	0000-514-213	Reimbursement of Naneth P. Salvador for attending the 2024 National Teachers Month Kick-off Program		2,000.00	276,079.97													
10/14/2024	0000-514-214	Reimbursement for food expense in the conduct of 1st Qtr. State of the School Address		3,183.00	272,896.97										Traveling Expenses - Local	5020101000	2,000.00	
10/14/2024	0000-514-215	Payment for Ziren Printing Shop		2,565.00	270,331.97										Food Supplies Expenses	5020305000	3,183.00	
10/28/2024	0000-514-216	Payment for Luigi & Gerardo Trading		7,489.84	262,842.13										Printing and Publication Expenses	5029902000	2,565.00	
10/28/2024	0000-514-217	Payment for Luigi & Gerardo Trading		35,017.85	227,824.28					7,287.50	202.34							
10/28/2024	0000-514-218	Payment for IVM Hardware & Construction Supply		35,775.00	192,049.28										Semi-Expendable - Office Equipment	5020321002	35,017.85	
10/28/2024	0000-514-219	Payment for Shoppau Office and School Supplies Trading		46,242.50	145,806.78						35,775.00							
10/28/2024	0000-514-220	Payment for ACVI Enterprises		44,464.65	101,342.13					22,581.79					Semi-Expendable - ICT Equipment	5020321003	23,660.71	
10/31/2024	0000-514-221	Payment for postage and courier services		2,510.00	98,832.13					44,464.65								
10/31/2024	0000-514-222	Reimbursement for School Head's mobile expense		1,500.00	97,332.13										Postage and Courier Services	5020501000	2,510.00	
10/31/2024	0000-514-223	Payment for Job order payroll (October 01 to 31, 2024)		36,800.00	60,532.13				1,500.00									
					60,532.13										Janitorial Services	5021202000	23,000.00	
			419,100.00	359,100.00	60,532.13	127,151.19	9,152.85	5,248.12	1,500.00	74,333.94	35,977.34	-	-		Other General Services	5021299000	13,800.00	
																		105,736.56

Certified Correct:

  
 NANETH P. SALVADOR, EdD  
 PRINCIPAL I





Republic of the Philippines  
**Department of Education**

REGION IV-A CALABARZON  
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
PHASE VI, WELLINGTON PLACE, PASONG CAMACHILE II, GENERAL TRIAS CITY, CAVITE

**DAISY Z. MIRANDA, CESO V**  
Schools Division Superintendent  
Division of General Trias City  
General Trias City, Cavite

**Madam:**

I have the honor to submit herewith the Cash Disbursement Register for the month of October 2024 and Summary of Tax Withheld from Suppliers Contractors (Goods/Services) of the above-mentioned school.

Very truly yours,


  
**NANETH P. SALVADOR, EdD**  
Principal I



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
PHASE VI, WELLINGTON PLACE, PASONG CAMACHILE II, GENERAL TRIAS CITY, CAVITE

**NARRATIVE ON THE UTILIZATION OF MOOE OF LUIS Y. FERRER, JR. NORTH NATIONAL HIGH SCHOOL FOR THE MONTH OF OCTOBER 2024**

Our school utilized ₱197,600.00 MOOE as payment for electricity bills, water bills, internet expenses, payment for October salary of school's Utility/Maintenance and Administrative Aide, reimbursement for travelling expense, payment for food expense for the conduct of 1<sup>st</sup> quarter SOSA, procurement of tarpaulins, reimbursement for postage & courier expense, procurement of office supplies, other supplies and materials, and reimbursement of School Head's postpaid plan.

  
**NANETH P. SALVADOR, EdD**  
*Principal I*



DIVISION OF GENERAL TRIAS CITY Entity Name				Fund Cluster : 01	
DISBURSEMENT VOUCHER				Date : 10/01/2024 DV No. : MOOE-2024-10-0574	
Mode of Payment	<input type="checkbox"/> MDS Check <input type="checkbox"/> Commercial Check <input checked="" type="checkbox"/> ADA <input type="checkbox"/> Others (Please specify)				
Payee	LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL		TIN/Employee No.: N/A		ORS/BURS No.: 2024-10-0681
Address	Luis Y. Ferrer Jr. North National High School				
Particulars		Responsibility Center	MFO/PAP	Amount	
To download October 2024 MOOE allocation to Luis Y. Ferrer Jr. North National High School for the amount of.....		MOOE	310400100003000	P	197,600.00
LBP Account Number: 2712-1034-45					
Amount Due				P	197,600.00
<b>A. Certified:</b> Expenses/Cash Advance necessary, lawful and incurred under my direct supervision.					
ALMA C. CRUZADA Administrative Officer V Printed Name, Designation and Signature of Supervisor					
<b>B. Accounting Entry:</b>					
Account Title		UACS Code	Debit	Credit	
Advances for Operating Expenses		1990101000	197,600.00		
Cash - National Treasury, Modified Disbursement System		10104040 00		197,600.00	
<b>C. Certified:</b>		<b>D. Approved for Payment</b>			
<input checked="" type="checkbox"/> Cash available <input checked="" type="checkbox"/> Subject to Authority to Debit Account (when applicable) <input checked="" type="checkbox"/> Supporting documents complete and amount claimed proper		One Hundred Ninety Seven Thousand Six Hundred Pesos Only			
Signature			Signature		
Printed Name	CHRISTINE ANN B. CORDERO		Printed Name	DAISY Z. MIRANDA, CESO V	
Position	Accountant III		Position	Schools Division Superintendent	
	Head, Accounting Unit/Authorized Representative			Agency Head/Authorized Representative	
Date	10/01/2024		Date		
<b>E. Receipt of Payment</b>					
Check/ADA No. :	Date :		Bank Name & Account Number:		JEV No.
Signature :	Date :		Printed Name:		
Official Receipt No. & Date/Other Documents					Date

Republic of the Philippines  
**Department of Education**  
 REGION IV-A CALABARZON  
**SCHOOLS DIVISION OF GENERAL TRIAS CITY**

**MOOE REQUIREMENTS**

☒  
☒  
☒  
☒

Liquidation Report  
 Cash Disbursement Register  
 Photocopy of Disbursement Voucher (CA Liquidated)  
 Summary of Tax Withheld

**Supplies and Other Materials**

☒  
☒  
☒  
☒  
☒  
☒  
☒  
☒

Official Receipts/Sales Invoices  
 BIR Forms 2306/2307  
 Purchase Request  
 Inspection and Acceptance Form  
 Purchase Order  
 Canvass from 3 suppliers (for purchases P1,000.00 and above)  
 Inventory Custodian Slip (for non-consumable items)  
 Pictures of Purchased Good/s (signed by the Inspection Committee)

**Fidelity Bond**

☒

Reimbursement Expense Receipt (RER)

**Payroll**

☒  
☒

Payroll  
 DTR  
 Job Order Contract (signed by SDS)

**Utilities**

☒  
☒

Official Receipt  
 Billing Statement  
 BIR Form 2306/2307

**Registration Fee**

☒  
☒  
☒  
☒

Travel Order signed by SDS / Regional Director  
 Memorandum  
 Certificate of Appearance  
 Official Receipt (OR)

☒  
☒

Narrative Report  
 Cash in Bank Register  
 Report of Accountability for Accountable Forms (RAAF)

**Repairs and Maintenance**

☒  
☒  
☒  
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Official Receipts (OR)  
 Delivery Receipts (if not itemized in OR)  
 BIR Forms 2306/2307  
 Purchase Request  
 Inspection and Acceptance Form  
 Purchase Order  
 Canvass from 3 suppliers (for purchases P1,000.00 and above)  
 Program of Works signed by Division Engineer  
 (Materials and Labor - P10,000.00 and above)  
 Pictures of Repair and Materials (signed by the Inspection Committee)

☒

**Travelling Expenses**

☒  
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Travel Order signed by SDS / Regional Director  
 Memorandum  
 Certificate of Appearance (original copy)  
 Official Receipt (fare/registration fee/hotel accommodation)  
 Boarding Pass/Airfare ticket (if available)  
 Driver's Trip Ticket, if applicable  
 Certification of Travel Completed  
 Itinerary of Travel (signed by SDS)  
 Duly accomplished RER if van hired  
 Certificate of Not Requiring Receipt (for P300.00 and below)

**REMARKS:**

☒  
☐

Complete  
 Incomplete

Checked By: *[Signature]*

Date: *12/16/24*

Doc.Ref.Code	SDO-OSDS-F001	Rev	00
Effectivity	04.19.23	Page	1-1



checked  
1/3 1/11/19

# MOOE LIQUIDATION REPORT

November &  
December

2024

LUIS Y. FERRER JR. NORTH  
NATIONAL HIGH SCHOOL

DEPARTMENT OF EDUCATION  
DIVISION OF GENERAL TRIAS CITY

**RECEIVED**

DEC 13 2024

9:07

No. 2024-12-1087 By                     

7



**LIQUIDATION REPORT**

Period Covered      NOVEMBER &amp; DECEMBER 2024

Serial No.:      2024-0678

Date: \_\_\_\_\_

Entity Name :

DIVISION OF GENERAL TRIAS CITY -  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

Responsibility Center Code: 307823

Fund Cluster :

01101101**PARTICULARS****AMOUNT**Cash Advance for the month of  
**NOVEMBER & DECEMBER 2024****₱605,136.68**

TOTAL AMOUNT SPENT

→      ₱      605,136.68

AMOUNT OF CASH ADVANCE PER DV NO. \_\_\_\_\_ DTD. \_\_\_\_\_

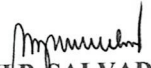
→      ₱      605,136.68

AMOUNT REFUNDED PER OR NO. \_\_\_\_\_ DTD. \_\_\_\_\_

→

AMOUNT TO BE REIMBURSED

→      -

A Certified: Correctness of the  
above data  
**NANETH P. SALVADOR, EdD**  
Principal IB Certified: Purpose of travel /  
cash advance duly accomplished  
**DAISY Z. MIRANDA, CESO V**  
Schools Division SuperintendentC Certified: Supporting  
documents complete and proper  
**CHRISTINE ANN B. CORDERO**  
Accountant III

Date: \_\_\_\_\_

Date: \_\_\_\_\_

JEV No.: \_\_\_\_\_

Date: \_\_\_\_\_

CASH DISBURSEMENTS REGISTER

Entity Name: LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
Sub-Office/District/Division: DIVISION OF GENERAL TRIAS CITY  
Municipality/City/Province: GENERAL TRIAS CITY  
Fund Cluster: 01-101-101

Name of Accountable Officer: NANETH P. SALVADOR, EdD  
Official Designation: Principal I  
Station: MOOE-Secundary  
Register No.:  
Sheet No.: 1

BREAKDOWN OF PAYMENTS													
Date	DV/Payroll/ Check No.	Particulars	Advances for Operating Expenses (19901010)				OTHERS				Amount		
			Cash Advance	Amount		Balance	5%	3%	2%	1%		Account Description	UACS Object Code
				Payments									
			605,136.68										
11/07/2024	0000-514-225	Payment for registration fee of 49 participants in attending the 2024-2025 Division Schools Press Conference (DSPC)		12,250.00		592,886.68					Training Expenses	5020201002	12,250.00
	0000-514-229	Cancelled				592,886.68							-
11/12/2024	0000-514-230	Payment for Converge ICT Solutions INC. internet expense		2,812.50		590,074.18	133.93		53.57		Internet Subscription Expenses	5020503000	3,000.00
11/12/2024	0000-514-231	Payment for PLDT INC. (Guidance Office)		1,217.81		588,856.37	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
11/12/2024	0000-514-232	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81		587,638.56	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
11/13/2024	0000-514-233	Payment for Agua Fuente Management, Inc. for the period 10/11/2024 to 11/10/2024		9,540.30		578,098.26	454.30		181.72		Water Expenses	5020401000	10,176.32
11/12/2024	0000-514-236	Payment for Meralco for the period of 09/29/ 2024 to 10/28/2024		14,939.94		563,158.32	703.68		286.50		Electricity Expenses	5020402000	15,930.12
	0000-514-237	Cancelled				563,158.32							-
11/16/2024	0000-514-238	Payment for M & C Tour Services		87,780.00		475,378.32		2,772.00	1,848.00		Training Expenses	5020201002	92,400.00
11/25/2024	0000-514-239	Payment for MIZRAC Consumer Goods Trading		34,224.00		441,154.32		1,069.50		356.50	Office Supplies Expenses	5020301002	35,650.00
11/29/2024	0000-514-240	Reimbursement for School Head's mobile expense for the month of November		1,500.00		439,654.32					Telephone Expenses - Mobile	5020502001	1,500.00
11/29/2024	0000-514-241	Payment for Job order payroll (November 01 to 30, 2024)		34,000.00		405,654.32					Janitorial Services Other General Services	5021202000 5021299000	22,000.00 12,000.00
11/29/2024	0000-514-242	Reimbursement for the procurement of Accountable forms		1,140.00		404,514.32					Accountable Form Expenses	5020302000	1,140.00
12/02/2024	0000-514-243	Payment for Meralco for the period of 10/29/ 2024 to 11/28/2024		48,677.27		355,837.05	2,162.76		894.01		Electricity Expenses	5020402000	51,734.04
12/02/2024	0000-514-244	Payment for Converge ICT Solutions INC. internet expense		2,812.50		353,024.55	133.93		53.57		Internet Subscription Expenses	5020503000	3,000.00
12/02/2024	0000-514-245	Payment for PLDT INC. (Guidance Office)		1,217.81		351,806.74	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
12/02/2024	0000-514-246	Payment for PLDT INC. (ICT/Computer Laboratory)		1,217.81		350,588.93	57.99		23.20		Internet Subscription Expenses	5020503000	1,299.00
	0000-514-247	Cancelled				350,588.93							
12/06/2024	0000-514-248	Payment for Ziren Printing Shop		27,179.50		323,409.43		858.30	572.20		Printing and Publication Expenses Other Supplies and Materials Expenses	5029902000 5020399000	7,010.00 21,600.00
12/07/2024	0000-514-249	Payment for Hayme's Catering Services		47,481.00		275,928.43		1,499.40		999.60	Training Expenses	5020201002	49,980.00
	0000-514-250	Cancelled				275,928.43							
12/09/2024	0000-514-251	Advance Payment for Meralco bill		56,907.44		219,020.99					Electricity Expenses	5020402000	56,907.44
12/09/2024	0000-514-252	Payment for Copylandia		5,262.15		213,758.84	248.21			49.64	Office Supplies Expenses	5020301002	5,560.00
12/09/2024	0000-514-253	Payment for ACVI Enterprises		42,480.00		171,278.84		1,327.50		442.50	Office Supplies Expenses Other Supplies and Materials Expenses	5020301002 5020399000	16,250.00 28,000.00
12/07/2024	0000-514-254	Payment for Agua Fuente Management, Inc. for the period 11/12/2024 to 12/10/2024		10,272.15		161,006.69	489.15		195.66		Water Expenses	5020401000	10,956.96



12/10/2024	0000-514-255	Payment for Shoppau Office and School Supplies Trading					41,169.65	119,837.04	1,941.96			388.39	Office Supplies Expenses	5020301002		43,500.00
	0000-514-256	Cancelled						119,837.04								
12/10/2024	0000-514-257	Cash, Treasury					22,753.25	97,083.79					Cash, Treasury	202010100		22,753.25
12/13/2024	0000-514-258	Reimbursement for postage and courier services					7,440.00	89,643.79					Postage and Courier Services	5020501000		7,440.00
12/13/2024	0000-514-259	Reimbursement for School Head's mobile expense for the month of December					1,500.00	88,143.79					Telephone Expenses - Mobile	5020502001		1,500.00
	0000-514-260	Cancelled						88,143.79								20,900.00
																11,400.00
12/13/2024	0000-514-261	Payment for Job Order Premium					15,000.00	73,143.79					Janitorial Services	5021202000		10,000.00
													Other General Services	5021299000		5,000.00
12/10/2024	0000-514-262	Payment for Luigi & Gerardo Trading					40,843.88	32,299.91	1,926.60			385.32	Office Supplies Expenses	5020301002		39,035.80
													Other Supplies and Materials Expenses	5020399000		4,120.00
12/13/2024	0000-514-263	Payment for Job order payroll (December 01 to 31, 2024)					32,299.91	0.00					Janitorial Services	5021202000		20,900.00
													Other General Services	5021299000		11,399.91
																627,889.84

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.

RECEIVED BY:

  
CHRISTINE ANN B. CORDERO  
Accountant III

Date:

  
NANETH P. SALVADOR, EdD  
Principal I

CERTIFIED CORRECT:

Date:



Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
DIVISION OF GENERAL TRIAS CITY

SCHOOL : LUIS Y. FERRER, JR. NORTH NATIONAL HIGH SCHOOL  
DISTRICT: CITY OF GENERAL TRIAS  
MONTH: NOVEMBER & DECEMBER 2024

SUMMARY OF TAX WITHHELD FROM SUPPLIERS/CONTRACTORS (GOODS/SERVICES)

No.	NAME OF PAYEE	ADDRESS	VAT /NON-VAT	TIN NO.	GROSS AMOUNT (Tax Base)	TAX RATE	2306 (Amount of Tax Deducted)	2307 (Amount of Tax Deducted)	REMARKS
1	DEPED DIVISION OF GEN. TRIAS CITY (Registration fee of 49 participants in attending the 2024-2025 Division Schools Press Conference (DSRC))	General Trias City, Cavite	-	-	12,250.00	-	-	-	
2	CONVERGE ICT SOLUTIONS INC. - NOVEMBER	Dasmariñas City, Cavite	VAT	006-895-049-091	2,678.57	7%	133.93	53.57	
3	PLDT INC. (GUIDANCE OFFICE) - NOVEMBER	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
4	PLDT INC. (ICT/COMPUTER LABORATORY) - NOVEMBER	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
5	AGUA FUENTE MANAGEMENT, INC. (for the period 10/11/2024 to 11/10/2024)	Cainta, Rizal	VAT	010-530-420-000	9,086.00	7%	454.30	181.72	
6	MERALCO 09/29/ 2024 to 10/28/2024	Rosario, Cavite	VAT	000-101-528-000	14,073.63 14,324.99	7%	703.68	286.50	
7	M & C TOUR SERVICES	Paco, Manila	NON-VAT	220-768-194-000	92,400.00	5%	2,772.00	1,848.00	
8	MIZRAC CONSUMER GOODS TRADING	General Trias City, Cavite	NON-VAT	612-867-479-0000	35,650.00	4%	1,069.50	356.50	
9	NANETH P. SALVADOR (Mobile Load Expense-November)	-	-	-	1,500.00	-	-	-	
10	NANETH P. SALVADOR [Reimbursement of salary for Job Order Personnel for the period November 01 to 30, 2024]	-	-	-	34,000.00	-	-	-	
11	NANETH P. SALVADOR (Reimbursement for the procurement of Accountable forms)	-	-	-	1,140.00	-	-	-	
12	MERALCO 10/29/ 2024 to 11/28/2024	Rosario, Cavite	VAT	000-101-528-000	43,255.24 44,700.45	7%	2,162.76	894.01	
13	CONVERGE ICT SOLUTIONS INC. - DECEMBER	Dasmariñas City, Cavite	VAT	006-895-049-091	2,678.57	7%	133.93	53.57	
14	PLDT INC. (GUIDANCE OFFICE) - DECEMBER	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
15	PLDT INC. (ICT/COMPUTER LABORATORY) - DECEMBER	Makati, City	VAT	000-488-793-000	1,159.82	7%	57.99	23.20	
16	ZIREN PRINTING SHOP	Dasmariñas City, Cavite	NON-VAT	295-294-956-000	28,610.00	5%	858.30	572.20	
17	HAYME'S CATERING SERVICES	Noveleta, Cavite	NON-VAT	325-703-084-0000	49,980.00	5%	1,499.40	999.60	
18	AGUA FUENTE MANAGEMENT, INC. (for the period 11/11/2024 to 12/10/2024)	Cainta, Rizal	VAT	010-530-420-000	9,783.00	7%	489.15	195.66	
19	MERALCO (Advance Payment)	Rosario, Cavite	VAT	000-101-528-000	56,907.44	-	-	-	
20	COPYLANDIA OFFICE SYSTEMS CORPORATION	Imus, Cavite	VAT	002-332-000-00030	4,964.29	6%	248.21	49.64	
21	ACVI ENTERPRISES	Trece Martires, Cavite	NON-VAT	231-412-875-000	44,250.00	4%	1,327.50	442.50	
22	SHOPPAU OFFICE AND SCHOOL SUPPLIES TRADING	Muntinlupa City	VAT	444-898-011-0000	38,839.29	6%	1,941.96	388.39	
23	LUIGI & GERARDO TRADING	Trece Martires, Cavite	VAT	215-885-979-00000	38,531.96	6%	1,926.60	385.32	







Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
PHASE VI, WELLINGTON PLACE, PASONG CAMACHILE II, GENERAL TRIAS CITY, CAVITE

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**DAISY Z. MIRANDA, CESO V**  
Schools Division Superintendent  
Division of General Trias City  
General Trias City, Cavite

**Madam:**

I have the honor to submit herewith the Cash Disbursement Register for the months of November & December 2024 and Summary of Tax Withheld from Suppliers Contractors (Goods/Services) of the above-mentioned school.

Very truly yours,

  
**NANETH P. SALVADOR, EdD**  
*Principal I*





Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY  
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL  
PHASE VI, WELLINGTON PLACE, PASONG CAMACHILE II, GENERAL TRIAS CITY, CAVITE

**NARRATIVE ON THE UTILIZATION OF MOOE OF LUIS Y. FERRER, JR. NORTH NATIONAL HIGH SCHOOL FOR THE MONTHS OF NOVEMBER & DECEMBER 2024**

Our school utilized ₱605,136.68 MOOE as payment for electricity bills, water bills, internet expenses, payment for November and December salary of school's Utility/Maintenance and Administrative Aide, payment for Job Order premium, training expense for the conduct of GAD seminar, procurement of tarpaulins, plaque, and other expenses for the conduct of Stakeholders' Summit, reimbursement for postage & courier expense, procurement of office supplies, other supplies and materials, and reimbursement of School Head's postpaid plan.

  
**NANETH P. SALVADOR, EdD**  
*Principal I*



2411267

DIVISION OF GENERAL TRIAS CITY  
Entity Name  
  
DISBURSEMENT VOUCHER

Fund Cluster :  
01  
Date : 11/05/2024  
DV No. :  
MOOE-2024-11-0691

Mode of Payment	<input type="checkbox"/> MDS Check <input type="checkbox"/> Commercial Check <input checked="" type="checkbox"/> ADA <input type="checkbox"/> Others (Please specify)		
Payee	LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL	TIN/Employee No.: N/A	ORS/BURS No.: 2024-11-0770 - 0771
Address	Luis Y. Ferrer Jr. North National High School		
Particulars		Responsibility Center	MFO/PAP
To download November and December 2024 MOOE allocation and additional MOOE allocation to Luis Y. Ferrer Jr. North National High School for the amount of.....		MOOE	310400100003000
LBP Account Number: 2712-1034-45			P 605,136.68
Amount Due			P 605,136.68
A. Certified: Expenses/Cash Advance necessary, lawful and incurred under my direct supervision.			
ALMA C. CRUZADA Administrative Officer V Printed Name, Designation and Signature of Supervisor			
B. Accounting Entry:			
Account Title		UACS Code	Debit      Credit
Advances for Operating Expenses		1990101000	605,136.68
Cash - National Treasury, Modified Disbursement System		10104040 00	605,136.68
C. Certified:		D. Approved for Payment	
<input checked="" type="checkbox"/> Cash available <input checked="" type="checkbox"/> Subject to Authority to Debit Account (when applicable) <input checked="" type="checkbox"/> Supporting documents complete and amount claimed proper		Six Hundred Five Thousand One Hundred Thirty Six Pesos and 68/100	
Signature		Signature	
Printed Name	CHRISTINE ANN B. CORDERO	Printed Name	DAISY Z. MIRANDA, CESO V
Position	Accountant III	Position	Schools Division Superintendent
	Head, Accounting Unit/Authorized Representative		Agency Head/Authorized Representative
Date	11/05/2024	Date	
E. Receipt of Payment			JEV No.
Check/ADA No. :		Date :	Bank Name & Account Number:
Signature :		Date :	Printed Name:
Official Receipt No. & Date/Other Documents			Date









[illegible]

## CERTIFICATION

I hereby certify that the foregoing is a true statement of all accountable forms received, issued and transferred by me during the period above-stated and that the beginning and ending balances are correct.

*Naneth P. Salvador*  
NANETH P. SALVADOR, EDD  
Principal I