

**CASH DISBURSEMENTS REGISTER**  
**M.O.O.E - Junior High School**  
**DECEMBER, 2025**

Entity Name: PRESIDENT CORAZON "CORY" C. AQUINO NATIONAL HIGH SCHOOL  
 Sub-Office/District/Division: DIVISION OF PASAY  
 Municipality/City/Province: National Capital Region  
 Fund Cluster: 10

Name of Accountable Officer: MICHAEL C. ARTOZA  
 Official Designation: School Principal  
 Station: \_\_\_\_\_  
 Register No.: \_\_\_\_\_

| Date              | Check No.  | Particulars   | Amount            |                   |            | BREAKDOWN OF PAYMENTS  |                          |                                     |  |                    |                                   |                   |                 |  |
|-------------------|------------|---|-------------------|-------------------|------------|------------------------|--------------------------|-------------------------------------|--|--------------------|-----------------------------------|-------------------|-----------------|--|
|                   |            |   | Cash Advance      | Payments          | Balance    | Food Supplies Expenses | Office Supplies Expenses | Other Supplies & Materials Expenses | Fuel, Oil, Parking & Lubricants Expenses | Telephone Expenses | Medical Dental and Lab. Supplies. | TOTAL Per PPA     | Due to BIR      |  |
|                   |            |   |                   |                   |            | 5-02-03-000-50         | 5-02-03-010-20           | 5-02-03-990-00                      | 5-02-03-090-00                           | 5-02-05-020-00     | 5-02-03-080-00                    |                   |                 |  |
|                   |            | Balance forwarded from the month of NOVEMBER, 2025                    | -                 |                   | -          |                        |                          |                                     |  |                    |                                   |                   |                 |  |
|                   |            | <b>MOOE for the Month of DECEMBER</b>                                 | 176,000.00        |                   | 176,000.00 |                        |                          |                                     |  |                    |                                   |                   |                 |  |
| December 4, 2025  | 0000746173 | RF SANTOS PAPER PRINT TRADING   |                   | 23,475.00         | 152,525.00 |                        |                          | 25,200.00                           |  |                    |                                   | 25,200.00         | 1,575.00        |  |
| December 4, 2025  | 0000746164 | PHILIPPINE RED CROSS  |                   | 10,740.00         | 141,785.00 |                        |                          |                                     |  |                    | 10,740.00                         | 10,740.00         |                 |  |
| December 4, 2025  | 0000746165 | MARICHU LIBAY - MARICHU CONSUMER GOODS TRADING                        |                   | 47,520.00         | 94,265.00  |                        |                          | 49,500.00                           |  |                    |                                   | 49,500.00         | 1,980.00        |  |
| December 5, 2025  | 0000746166 | IMEE MADELYN A. REYES - 18 DAY CAMPAIGN TO END VIOLENCE AGAINST WOMEN |                   | 27,820.00         | 66,445.00  | 15,600.00              |                          | 12,220.00                           |  |                    |                                   | 27,820.00         |                 |  |
| December 10, 2025 | 0000746168 | IMEE MADELYN A. REYES   |                   | 19,270.00         | 47,175.00  | 6,347.65               |                          | 6,023.35                            | 5,779.00                                 | 1,000.00           | 120.00                            | 19,270.00         |                 |  |
| December 12, 2025 | 0000746171 | JANET P. CORTES CATERING SERVICES                                     |                   | 47,025.00         | 150.00     | 49,500.00              |                          |                                     |  |                    |                                   | 49,500.00         | 2,475.00        |  |
|                   |            | LANDBANK OF THE PHILIPPINES   |                   | 150.00            | -          |                        |                          |                                     |  |                    |                                   |                   |                 |  |
|                   |            | <b>Sub-Total</b>  | <b>176,000.00</b> | <b>176,000.00</b> | <b>-</b>   | <b>21,947.65</b>       | <b>-</b>                 | <b>92,943.35</b>                    | <b>5,779.00</b>                          | <b>1,000.00</b>    | <b>10,860.00</b>                  | <b>182,030.00</b> | <b>6,030.00</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.

Prepared by:

  
**IMEE MADELYN A. REYES**  
 Designated Disbursing Officer

Date: December 15, 2025

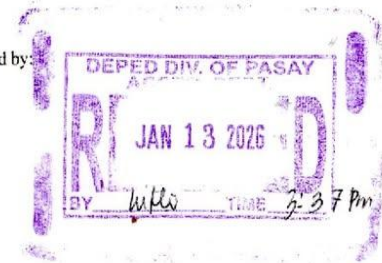
Certified Correct:

  
**TERENCE V. REYES**  
 Asst. School Principal II  
 OIC-School Principal I  
**MICHAEL C. ARTOZA**  
 School Principal I

Received by:

Date:

Received by:



**CASH DISBURSEMENTS REGISTER**  
**M.O.O.E - Senior High School**  
**DECEMBER, 2025**

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| Date              | Check No.  | Particulars                       | Amount           |                  |  | Food Supplies Expenses<br>5-02-03-000-50 | Office Supplies Expenses<br>5-02-03-010-20 | Other Supplies & Materials Expenses<br>5-02-03-990-00 | Fuel, Oil, Parking & Lubricants Expenses<br>5-02-03-090-00 | Telephone Expenses<br>5-02-05-020-00 | Medical Dental and Lab. Supplies.<br>5-02-03-080-00 | TOTAL Per PPA    | Due to BIR    |
|-------------------|------------|-----------------------------------|------------------|------------------|--|--|--|---|--|--------------------------------------|---|------------------|---------------|
|                   |            |                                   | Cash Advance     | Payments         | Balance  |  |  |   |  |                                      |   |                  |               |
|                   |            |                                   |                  |                  | Balance forwarded from the month of NOVEMBER, 2025 |  |  |   |  |                                      |   |                  |               |
|                   |            | MOOE for the Month of DECEMBER    | 74,000.00        |                  | 74,000.00  |  |  |   |  |                                      |   |                  |               |
| December 5, 2025  | 0000746167 | SHAKEY'S PIZZA ASIA VENTURES INC. |                  | 14,805.00        | 59,195.00  | 15,750.00                                |  |   |  |                                      | 15,750.00   | 945.00           |               |
| December 10, 2025 | 0000746169 | TERENCE V. REYES - GAD EXPENSES   |                  | 19,055.00        | 40,140.00  |  |  | 19,055.00   |  |                                      | 19,055.00   |                  |               |
| December 10, 2025 | 0000746170 | IMEE MADELYN A                    |                  | 40,140.00        | -  | 13,231.00                                |  | 19,053.00   | 2,000.00   | 3,206.00                             | 2,650.00  | 40,140.00        |               |
|                   |            | <b>Sub-Total</b>                  | <b>74,000.00</b> | <b>74,000.00</b> | <b>-</b>   | <b>28,981.00</b>                         | <b>-</b>                                   | <b>38,108.00</b>                                      | <b>2,000.00</b>  | <b>3,206.00</b>                      | <b>2,650.00</b>                                     | <b>74,945.00</b> | <b>945.00</b> |

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Prepared by:

  
**IMEE MADELYN A. REYES**  
 Designated Disbursing Officer

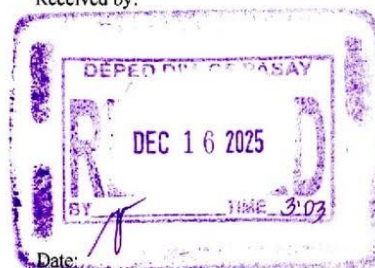
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