



**GLAN SCHOOL OF ARTS AND TRADES**

**PRE-CLOSING TRIAL BALANCE**  
**As of November 30, 2024**

	ACCOUNT CODE	DEBIT	CREDIT
Cash-Treasury/Agency Deposit, Trust	1010403000	269,292.31	
Cash-MDS, Regular	1010404000	88,895.56	
Land	1060101000	78,037.77	
Water Supply System	1060304000	155,851.62	
Accumulated Depreciation - Water Supply System	1060304100		45,586.60
School Buildings	1060402000	22,895,650.00	
Accumulated Depreciation - School Buildings	1060402100		5,407,302.28
Building - Other Structures	1060499000	1,054,193.15	
Accumulated Depreciation - Building - Other Structures	1060499100		770,481.35
Office & Other Equipment	1060502000	437,966.19	
Accumulated Depreciation - Office & Other Equipment	1060502100		85,855.94
Motor Vehicle	1060601000	280,000.00	
Accumulated Depreciation - Motor Vehicle	1060601100		234,000.00
Advances to Officers and Employees	1990104000	15,000.00	
Due to Officers and Employees	2010102000		
Due to BIR	2020101000		
Due to GSIS	2020102000		
Due to Pag-ibig	2020103000		
Due to Philhealth	2020104000		0.00
Other Payables	2999999900		269,292.31
Accumulated Surplus ( Deficit )	3010101000		18,338,472.56
Subsidy from National Government	4030101000		60,637,470.77
Salaries and Wages - Regular Pay	5010101000	36,961,643.11	
Salaries and Wages - Casual/Contractual	5010102000	564,064.15	
Salaries and Wages - Substitute	5010103000	198,818.20	
Personnel Economic Relief Allowance (PERA)	5010201000	2,316,809.09	
Representation Allowance	5010202000	50,000.00	
Transportation Allowance	5010203000	50,000.00	
Clothing and Uniform Allowance	5010204000	721,000.00	
Productivity Enhancement Incentive	5010299000		
Other Bonuses and Allowances	5010210000	1,923,250.00	
Honoraria	5010212000		
Longevity Pay	5010499000		
Cash Gift	5010499000	530,000.00	
Year End Bonus	5010499000	3,209,315.00	
Mid Year bonus	5010301000	2,953,086.00	
Retirement and Life Insurance Premiums	5010301000	4,292,045.89	
Pag-ibig Contributions	5010302000	222,500.00	
PHILHealth Contributions	5010303000	875,823.51	
Employee Compensation Insurance Premiums	5010304000	119,234.54	
Other Personnel Benefits	5010403000		
Terminal Leave Benefits	5020101000	427,813.45	
Cash Allowance	5010499000		
Depreciation Expense-Building & Other Structure	5050104000		
Depreciation Expense-Office & Other Equipment	5050105000		
Travelling Expenses - Local	5020101000	1,129,412.72	
Training Expenses	5020201000	826,920.00	
Office Supplies Expenses	5020301000	507,465.00	
Other Supplies	5020399000	868,529.62	
Fuel Oil and Lubricants Expenses	5020309000	64,041.25	
Semi-Expendable-Machinery and Equipment	5020321000	325,786.90	
Semi-Expendable-Office Equipment			
Telephone Expenses	5020502000	20,509.06	
Internet Subscription	5020503000	74,967.94	
Electricity Expenses	5020402000	197,891.68	
Water Expenses	5020401000	10,000.00	
Rewards and Incentives-GAD	5021502000		
Fidelity Bond Premiums	5021601000		
General Services	5021299000	484,600.00	
Legal Services	5021101000	10,450.00	
Representation Expenses	5029903000	147,555.00	
Transportation and Delivery Expenses	5029904000	100,700.00	
Insurance Expense	5021503000	98,241.10	
R&M-Building & Other Structures	5021299000	209,657.00	
Repair and Maintenance-Semi-Expendable Office Equipment	5021321000	54,745.00	
Repair and Maintenance-Machinery and Equipment	5021305000	4,700.00	
Repair and Maintenance-Motor Vehicle	5021306000	2,000.00	
<b>TOTAL</b>		<b>85,788,461.81</b>	<b>85,788,461.81</b>

CERTIFIED CORRECT :

RANOLYN B. LUNDAY  
Accountant I

APPROVED

JOSIE W. N. QUIJANO Ph.D.  
Vocational School Administrator II

GLAN SCHOOL OF ARTS AND TRADES  
STATEMENT OF FINANCIAL PERFORMANCE  
As of November 30, 2024

Revenue	Revenue		
	Subsidy Income from National Government		60,726,366.33
Less/Add	Unused NCA / Lapsed NCA		88,805.56
	<b>Total Revenue</b>		<b>60,837,470.77</b>
Less:	Current Operating Expenses		
	Personal Services		
	Salaries and Wages		
	Salaries and Wages - Regular	38,961,643.11	
	Salaries and Wages-Substitute	108,818.20	
	Salaries and Wages - Casual/Contractual	564,064.15	
	<b>Total Salaries and Wages</b>	<b>37,724,828.48</b>	
	Other Compensation		
	Personnel Economic Relief Allowance	2,316,809.09	
	Clothing and Uniform Allowance	721,000.00	
	Representation Allowance	80,000.00	
	Transportation Allowance	80,000.00	
	Performance Based Bonus	1,923,250.00	
	Terminal Leave Benefits	427,813.45	
	Honoraria	-	
	Longevity Pay	-	
	Cash Allowance	-	
	Productivity Enhancement Incentive	-	
	Cash Gift	530,000.00	
	Year End Bonus	3,209,315.00	
	Mid Year Bonus	2,953,086.00	
	<b>Total Other Compensation</b>	<b>12,181,273.54</b>	
	Personnel Benefit Contributions		
	Life and Retirement Insurance Contribution	4,292,045.89	
	Pag-IBIG Contribution	222,500.00	
	Phil-Health Contribution	875,823.51	
	Employees Compensation Insurance Premiums	119,234.54	
	Other Personnel Benefits	-	
	<b>Total Personnel Benefit Contributions</b>	<b>6,809,803.94</b>	
	<b>Total Personnel Services</b>	<b>56,416,402.94</b>	
	Maintenance and Other Operating Expenses		
	Travelling Expenses	1,129,412.72	
	<b>Total Travelling Expenses</b>	<b>1,129,412.72</b>	
	Training Expenses	826,920.00	
	<b>Total Training Expenses</b>	<b>826,920.00</b>	
	Office Supplies Expenses	507,405.00	
	Other Supplies	808,529.62	
	Fuel, Oil and Lubricants Expenses	64,041.25	
	<b>Total Supplies and Materials Expenses</b>	<b>1,440,036.87</b>	
	Semi-Expendable Expense - Office Equipment	326,788.90	
	Semi-Expendable Expense -machinery and Equipment	326,788.90	
	Semi-Expendable Expense -machinery nad Equipmen	326,788.90	
	Utility Expenses		
	Water Expenses	10,000.00	
	Electricity Expenses	197,891.68	
	<b>Total Utility Expenses</b>	<b>207,891.68</b>	
	Communication Expenses		
	Telephone Expenses	20,509.06	
	<b>Total Communication Expenses</b>	<b>20,809.06</b>	
	Internet Subscription	74,967.94	
	<b>Total Internet Subscription</b>	<b>74,967.94</b>	
	Repairs and Maintenance		
	Repairs and Maintenance - Machinery and Equipment	4,700.00	
	R&M-Other Structures	209,657.00	
	Repair and Maintenance-Semi-Expendable Office Equipm	54,745.00	
	Repairs and Maintenance - Motor Vehicle	2,000.00	
	<b>Total Repairs and Maintenance</b>	<b>271,102.00</b>	
	Taxes, Insurance Premiums and Other Fees		
	Insurance Expenses	98,241.10	
	Fidelity Bond Premiums	-	
	<b>Total Taxes, Insurance Premiums and Other Fees</b>	<b>98,241.10</b>	
	Labor / Wages	404,600.00	
	Other Maintenance and Operating Expenses		
	GAD	-	
	Legal Services	10,450.00	
	Representation Expenses	147,555.00	
	Transportation and Delivery Expenses	100,700.00	
	<b>Total Other Maintenance and Operating Expenses</b>	<b>258,708.00</b>	
	<b>Total Other Maintenance and Operating Expenses</b>	<b>6,118,172.27</b>	
	<b>Total Expenses</b>		<b>60,533,575.21</b>
	<b>Surplus (Deficit) for the period</b>		<b>103,895.56</b>

CERTIFIED CORRECT:  
RANOLYN UNDA  
Accountant I

APPROVED:  
JOBIE TEORILAN JULIANO Ph.D  
Vocational School Administrator II

**DIVISION OF SARANGANI  
GLAN SCHOOL OF ARTS AND TRADES  
GLAN, SARANGANI PROVINCE**

**STATEMENT OF FINANCIAL POSITION  
As of November 30, 2024**

**ASSETS**

**CASH**

Cash-MDS, Regular	88,895.56	
Petty Cash	15,000.00	
Cash -Treasury /Agency Deposit, trust	269,292.31	373,187.87

**PROPERTY, PLANT AND EQUIPMENT**

Land	78,037.77	78,037.77
Water Supply System	155,851.62	
Less: Accumulated Depreciation	45,586.60	110,265.02
School Buildings	22,895,650.00	
Less: Accumulated Depreciation	5,407,302.28	17,488,347.72
Buildings - Other Structures	1,054,193.15	
Less: Accumulated Depreciation	770,481.35	283,711.80
Office & Other Equipment	437,966.19	
Less: Accumulated Depreciation	85,855.94	352,110.25
Motor Vehicle	260,000.00	
Less: Accumulated Depreciation	234,000.00	26,000.00

**TOTAL ASSETS**

**P      18,711,660.43**

**LIABILITIES AND EQUITY**

**LIABILITIES**

Other Payable	269,292.31	
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**EQUITY**

Government Equity	18,338,472.56	
Surplus (Deficit)	103,895.56	18,711,660.43

**TOTAL LIABILITIES AND EQUITY**

**P      18,711,660.43**

Certified Correct:

*Ranolyn B. Undray*  
**RANOLYN B. UNDRAY**  
Accountant I

APPROVED:

*Josie Teofila N. Quijano*  
**JOSIE TEOFILA N. QUIJANO Ph.D**  
Vocational School Administrator II