

**STATEMENT OF ALLOTMENTS, OBLIGATIONS AND BALANCES**  
**As of December, FY 2013**  
**(In Pesos)**

Department : STATE UNIVERSITIES AND COLLEGES  
Agency/OU : PHILIPPINE MERCHANT MARINE ACADEMY  
Fund : 101

P/A/P / ALLOTMENT CLASS / OBJECT OF EXPENDITURE (1)	Allotment Received (2)	Obligations Incurred		Unobligated Balance of Allotment (5)=(2)-(4) (5)	Remarks (6)
		This Report (3)	To Date (4)		
<b>CURRENT YEAR BUDGET</b>					
<b>PERSONAL SERVICES</b>					
<b>A. PROGRAMS</b>					
<b>I. GENERAL ADMINISTRATION AND SUPPORT</b>					
a. General Administration and Support Services					
Salaries and Wages - Regular	10,628,183.00	752,186.70	10,628,161.01	21.99	
Salaries and Wages - Contractual	533,000.00	55,496.00	533,000.00		
Personnel Economic Relief Allowance (PERA)	1,192,000.00	80,203.48	1,191,921.18	78.82	
Representation Allowance	388,000.00	34,000.00	388,000.00		
Uniform/Clothing Allowance	275,000.00		275,000.00		
Subsistence, Laundry and Quarter Allowance	107,300.00	19,123.70	107,248.31	51.69	
Productivity Incentive Benefits	98,000.00		98,000.00		
Honoraria	12,000.00	3,000.00	12,000.00		
Step Increment for Length of Service	5,200.00		5,177.53	22.47	
Overtime and Night Pay	625,325.00	52,110.40	625,325.00		
Cash Gift	210,000.00		210,000.00		
Year-End Bonus	873,819.00		873,819.00		
Retirement and Life Insurance Premiums	1,231,000.00	99,635.81	1,225,365.41	5,634.59	
PAG-IBIG Contributions	56,900.00	3,880.00	56,860.00	40.00	
PHILHEALTH Insurance Premiums	120,600.00	9,584.44	120,553.28	46.72	
ECC Contributions	49,500.00	3,812.25	49,499.85	0.15	
Other Personnel Benefits	696,514.00	364,047.73	696,461.73	52.27	
	<u>17,102,341.00</u>	<u>1,477,080.51</u>	<u>17,096,392.30</u>	<u>5,948.70</u>	
<b>II. SUPPORT TO OPERATION</b>					
a. Auxiliary Services					
Salaries and Wages - Regular	7,987,400.00	601,397.67	7,987,314.90	85.10	
Personnel Economic Relief Allowance (PERA)	1,322,500.00	89,964.46	1,322,405.95	94.05	
Uniform/Clothing Allowance	275,000.00		275,000.00		
Productivity Incentive Benefits	120,000.00		120,000.00		
Step Increment for Length of Service	1,300.00		1,280.27	19.73	
Overtime and Night Pay	625,325.00	52,110.40	625,325.00		
Cash Gift	190,000.00		190,000.00		
Year-End Bonus	693,945.00		693,945.00		
Retirement and Life Insurance Premiums	1,165,800.00	83,292.91	1,139,510.74	26,289.26	
PAG-IBIG Contributions	64,800.00	4,325.00	64,750.00	50.00	
Health Insurance Premiums	111,800.00	8,221.25	111,780.00	20.00	
Employees Compensation Insurance Premiums	69,100.00	5,093.19	69,100.00		
Other Personnel Benefits	534,986.00	265,770.14	534,956.14	29.86	
	<u>13,161,956.00</u>	<u>1,110,175.02</u>	<u>13,135,368.00</u>	<u>26,588.00</u>	
a. Advanced Education Services					
Salaries and Wages - Regular	998,027.00	92,846.49	997,988.79	38.21	
Personnel Economic Relief Allowance (PERA)	61,600.00	5,916.79	61,551.25	48.75	
Uniform/Clothing Allowance	15,000.00		15,000.00		
Productivity Incentive Benefits	6,000.00		6,000.00		
Cash Gift	15,000.00		15,000.00		
Year-End Bonus	93,905.00		93,905.00		
Retirement and Life Insurance Premiums	312,000.00	11,247.83	134,973.96	177,026.04	
PAG-IBIG Contributions	3,600.00	300.00	3,600.00		
PHILHEALTH Insurance Premiums	13,200.00	1,092.57	13,110.84	89.16	
ECC Contributions	4,900.00	499.67	4,900.00		
	<u>1,523,232.00</u>	<u>111,903.35</u>	<u>1,346,029.84</u>	<u>177,202.16</u>	

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**(In Pesos)**

Department : STATE UNIVERSITIES AND COLLEGES  
Agency/OU : PHILIPPINE MERCHANT MARINE ACADEMY  
Fund : 101

P/A/P / ALLOTMENT CLASS / OBJECT OF EXPENDITURE (1)	Allotment Received (2)	Obligations Incurred		Unobligated Balance of Allotment (5)=(2)-(4) (6)	Remarks (6)
		This Report (3)	To Date (4)		
<b>CURRENT YEAR BUDGET</b>					
<b>PERSONAL SERVICES</b>					
b. Higher Education Services					
Salaries and Wages - Regular	19,862,300.00	1,704,698.89	19,862,249.85	50.15	
Salaries and Wages - Part-time	350,000.00	41,709.61	349,939.15	60.85	
Personnel Economic Relief Allowance (PERA)	1,485,300.00	128,516.45	1,485,273.58	26.42	
Uniform/Clothing Allowance	325,000.00		325,000.00		
Productivity Incentive Benefits	88,000.00		88,000.00		
Honoraria	1,981,000.00		1,980,942.13	57.87	
Step Increment for Length of Service	3,600.00	372.00	3,583.46	16.54	
Overtime and Night Pay	1,250,650.00	104,220.84	1,250,650.00		
Cash Gift	463,000.00		463,000.00		
Year-End Bonus	1,644,821.00		1,644,821.00		
Retirement and Life Insurance Premiums	3,112,600.00	205,861.01	2,335,936.36	776,663.64	
PAG-IBIG Contributions	77,500.00	6,400.00	77,500.00		
PHILHEALTH Insurance Premiums	206,900.00	17,434.87	206,843.44	56.56	
ECC Contributions	81,600.00	7,289.95	81,600.00		
Other Personnel Benefits	653,200.00	323,605.07	653,116.10	83.90	
	<u>31,585,471.00</u>	<u>2,540,108.69</u>	<u>30,808,455.07</u>	<u>777,015.93</u>	
c. Research Services					
Salaries and Wages - Regular	847,700.00	52,360.00	847,660.00	40.00	
Personnel Economic Relief Allowance (PERA)	70,000.00	4,000.00	70,000.00		
Uniform/Clothing Allowance	15,000.00		15,000.00		
Productivity Incentive Benefits	4,000.00		4,000.00		
Honoraria	76,000.00	27,924.64	75,924.64	75.36	
Cash Gift	15,000.00		15,000.00		
Year-End Bonus	68,000.00		68,000.00		
Retirement and Life Insurance Premiums	120,600.00	9,956.47	119,477.64	1,122.36	
PAG-IBIG Contributions	3,600.00	300.00	3,600.00		
PHILHEALTH Insurance Premiums	7,300.00	602.87	7,234.44	65.56	
ECC Contributions	3,600.00	325.63	3,600.00		
	<u>1,230,800.00</u>	<u>95,469.61</u>	<u>1,229,496.72</u>	<u>1,303.28</u>	
<b>Sub-total</b>	<u><b>64,603,800.00</b></u>	<u><b>5,334,737.18</b></u>	<u><b>63,615,741.93</b></u>	<u><b>988,058.07</b></u>	

Certified Correct:

Submitted by:

NORBERTO P. ALMARZA  
Administrative Officer V

RADM RICHARD U. RITUAL PMMA  
President

Date:

Date:

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		This Report (3)	To Date (4)		
<b>CURRENT YEAR BUDGET</b>					
<b>MAINTENANCE AND OTHER OPERATING EXPENSES</b>					
<b>A. PROGRAMS</b>					
<b>I. GENERAL ADMINISTRATION AND SUPPORT</b>					
a. General Administration and Support Services					
Travelling Expenses - Local	1,071,295.00	30,079.00	1,071,289.22	5.78	
Training Expenses	274,064.00		274,064.00		
Office Supplies Expenses	644,451.00		644,450.04	0.96	
Accountable Forms Expenses	45,890.00		45,890.00		
Gasoline, Oil and Lubricants Expenses	1,543,513.00	74,411.00	1,543,512.52	0.48	
Other Supplies Expenses	394,281.00		374,193.59	20,087.41	
Water Expenses	24,876.00		24,875.50	0.50	
Electricity Expenses	8,567,323.00	767,694.19	8,567,322.58	0.42	
Postage and Deliveries	4,585.00		4,585.00		
Telephone Expenses - Landline	253,021.00	26,371.69	253,020.72	0.28	
Telephone Expenses - Mobile	184,787.00		184,786.66	0.34	
Internet Expenses	14,303.00		14,302.56	0.44	
Membership Dues & Contributions to Organizations	30,000.00		30,000.00		
Advertising Expenses	39,898.00		39,898.00		
Printing and Binding Expenses	43,641.00		43,641.00		
Rent Expenses	9,400.00		9,400.00		
Representation Expenses	86,414.00		86,413.21	0.79	
Transportation and Delivery Expenses	4,908.00		4,908.00		
Subscription Expenses	44,716.00		44,716.00		
Auditing Services (COA)	326,380.00		326,379.50	0.50	
General Services	13,825.00		13,825.00		
Janitorial Services	726,247.00		726,246.92	0.08	
Security Services	2,135,349.00		2,135,348.44	0.56	
Other Professional Services	706,792.00		706,791.77	0.23	
Repair and Maintenance - Land Improvements	144,233.00	11,767.00	144,233.00		
Repair and Maintenance - Electrification, Power and Energy Structures	136,550.00		136,550.00		
Repair and Maintenance - Office Building	27,564.00		27,563.60	0.40	
Repair and Maintenance - School Building	5,000.00		5,000.00		
Repair and Maintenance - Other Structures	115,077.00		115,077.00		
Repair and Maintenance - Office Equipment	168,477.00		168,476.36	0.64	
Repair and Maintenance - IT Equipment and Software	2,900.00		2,900.00		
Repair and Maintenance - Communication Equipment	1,000.00		1,000.00		
Repair and Maintenance - Other Machineries and Equipment	107,346.00		107,345.76	0.24	
Repair and Maintenance - Motor Vehicles	431,102.00		431,101.45	0.55	
Repair and Maintenance - Artesian Wells, Reservoirs, Pumping Stations, etc.	23,735.00		23,734.60	0.40	
Extraordinary Expenses	12,356.00		12,355.59	0.41	
Miscellaneous Expenses	12,356.00		12,355.59	0.41	
Taxes, Duties and Licenses	59,030.00		59,029.08	0.92	
Fidelity Bond Premium	76,163.00		76,162.50	0.50	
Insurance Expenses	535,299.00		535,298.24	0.76	
Other Maintenance and Operating Expenses	50,650.00		50,650.00		
	<u>19,098,797.00</u>	<u>910,322.88</u>	<u>19,078,693.00</u>	<u>20,104.00</u>	

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		This Report (3)	To Date (4)		
<b>CURRENT YEAR BUDGET</b>					
<b>MAINTENANCE AND OTHER OPERATING EXPENSES</b>					
<b>II. SUPPORT TO OPERATION</b>					
a. Auxiliary Services					
Travelling Expenses - Local	16,311.00		16,311.00		
Office Supplies Expenses	2,600.00		2,600.00		
Other Supplies Expenses	80,902.00		80,901.15	0.85	
General Services	212,759.00		212,758.50	0.50	
	<u>312,572.00</u>	-	<u>312,570.65</u>	<u>1.35</u>	
<b>III. OPERATIONS</b>					
a. Advanced Education Services					
Travelling Expenses - Local	119,839.00	253.02	119,838.02	0.98	
Training Expenses	6,500.00		6,500.00		
Office Supplies Expenses	10,767.00		10,767.00		
Other Supplies Expenses	3,301.00		3,300.90	0.10	
Telephone Expenses - Mobile	7,940.00		7,940.00	0.00	
Internet Expenses	3,781.00		3,781.00		
Representation Expenses	81,500.00		81,500.00		
Subscription Expenses	1,000.00		1,000.00		
	<u>234,628.00</u>	<u>253.02</u>	<u>234,626.92</u>	<u>1.08</u>	
b. Higher Education Services					
Travelling Expenses - Local	518,884.00	18,675.00	518,883.97	0.03	
Training Expenses - Foreign	53,251.00		53,250.99	0.01	
Training Expenses	230,300.00	16,000.00	230,300.00		
Office Supplies Expenses	53,147.00		53,147.00		
Food Supplies Expenses	21,908,084.00	3,315,252.45	21,908,083.76	0.24	
Military and Police Supplies Expenses	16,985.00		16,985.00		
Other Supplies Expenses	631,107.00	75,316.00	631,106.92	0.08	
Cooking Gas Expenses	726,513.00	72,760.00	726,513.00		
Telephone Expenses - Landline	52,830.00	2,616.75	52,829.95	0.05	
Internet Expenses	13,532.00		13,531.68	0.32	
Printing and Binding Expenses	13,300.00		13,300.00		
Representation Expenses	165,000.00		165,000.00		
Subscription Expenses	112,109.00		112,109.00		
General Services	14,140.00		14,140.00		
Janitorial Services	612,853.00		612,852.49	0.51	
Other Professional Services	869,318.00	(19,679.76)	869,317.16	0.84	
	<u>25,991,353.00</u>	<u>3,480,940.44</u>	<u>25,991,350.92</u>	<u>2.08</u>	

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		This Report (3)	To Date (4)		
<b>CURRENT YEAR BUDGET</b>					
<b>MAINTENANCE AND OTHER OPERATING EXPENSES</b>					
c. Research Services					
Travelling Expenses - Local	131,875.00	(2,853.00)	131,875.00		
Training Expenses	51,000.00		51,000.00		
Office Supplies Expenses	26,715.00		26,714.25	0.75	
Gasoline, Oil and Lubricants Expenses	500.00		500.00		
Drugs and Medicines Expenses	3,674.00		3,674.00		
Other Supplies Expenses	8,580.00		8,579.75	0.25	
Water Expenses	3,887.00		3,886.28	0.72	
Electricity Expenses	4,674.00		4,674.00		
Telephone Expenses - Landline	21,710.00	1,957.51	21,709.46	0.54	
Internet Expenses	3,690.00		3,690.00		
Printing and Binding Expenses	7,575.00		7,575.00		
Representation Expenses	55,000.00		55,000.00		
Subscription Expenses	9,770.00		9,770.00		
Taxes, Duties and Licenses	10,200.00		10,200.00		
	<u>338,850.00</u>	<u>(895.49)</u>	<u>338,847.74</u>	<u>2.26</u>	
<b>Sub-total</b>	<b><u>45,976,200.00</u></b>	<b><u>4,390,620.85</u></b>	<b><u>45,956,089.23</u></b>	<b><u>20,110.77</u></b>	
Certified Correct:			Submitted by:		
NORBERTO P. ALMARZA Administrative Officer V			RADM RICHARD U. RITUAL PMMA President		
Date:			Date:		

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		This Report (3)	To Date (4)		
<b>CURRENT YEAR BUDGET</b>					
<b>CAPITAL OUTLAY</b>					
I. GENERAL ADMINISTRATION AND SUPPORT					
a. General Administration and Support Services					
Other Buildings and Structures Outlays	7,700,000.00		7,697,087.24	2,912.76	
<b>Sub-total</b>	<b>7,700,000.00</b>	-	<b>7,697,087.24</b>	<b>2,912.76</b>	
<b>TOTAL</b>	<b>118,280,000.00</b>	<b>9,725,358.03</b>	<b>117,268,918.40</b>	<b>1,011,081.60</b>	
Certified Correct:			Submitted by:		
<p align="center">NORBERTO P. ALMARZA Administrative Officer V</p> <p>Date:</p>			<p align="center">RADM RICHARD U. RITUAL PMMA President</p> <p>Date:</p>		

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		This Report (3)	To Date (4)		
<b>SPECIAL PURPOSE FUNDS</b>					
<b>Miscellaneous Personnel Benefits Fund</b>					
Personal Services					
I. GENERAL ADMINISTRATION AND SUPPORT					
a. General Administration and Support Services					
Salaries and Wages	243,021.00	243,021.00	243,021.00		
Personnel Economic Relief Allowance (PERA)	20,400.00	20,400.00	20,400.00		
Year-End Bonus	16,181.00		16,181.00		
Retirement and Life Insurance Premiums	13,209.00	13,209.00	13,209.00		
PAG-IBIG Contributions	1,020.00	1,020.00	1,020.00		
PHILHEALTH Contributions	1,339.00	1,339.00	1,339.00		
ECC Contributions	1,020.00	1,020.00	1,020.00		
Performance Based Bonus	1,200,500.00		1,200,500.00		
Performance Enhancement Incentive	245,000.00	245,000.00	245,000.00		
	<u>1,741,690.00</u>	<u>525,009.00</u>	<u>1,741,690.00</u>		-
II. SUPPORT TO OPERATIONS					
a. Auxiliary Services					
Salaries and Wages	150,224.00	150,224.00	150,224.00		
Personnel Economic Relief Allowance (PERA)	25,500.00	25,500.00	25,500.00		
Year-End Bonus	19,866.00		19,866.00		
Retirement and Life Insurance Premiums	18,026.00	18,026.00	18,026.00		
PAG-IBIG Contributions	1,275.00	1,275.00	1,275.00		
PHILHEALTH Contributions	1,850.00	1,850.00	1,850.00		
ECC Contributions	1,275.00	1,275.00	1,275.00		
Performance Enhancement Incentive	305,000.00	305,000.00	305,000.00		
	<u>523,016.00</u>	<u>503,150.00</u>	<u>523,016.00</u>		-
III. OPERATIONS					
a. Advanced Education Services					
Salaries and Wages	538,650.00	46,000.00	538,628.20	21.80	
Performance Enhancement Incentive	40,000.00	40,000.00	40,000.00		
	<u>578,650.00</u>	<u>86,000.00</u>	<u>578,628.20</u>	<u>21.80</u>	
b. Higher Education Services					
Salaries and Wages	22,300.00	22,300.00	22,300.00		
Honoraria	5,335,079.00	657,723.92	5,335,066.05	12.95	
Performance Enhancement Incentive	365,000.00	365,000.00	365,000.00		
	<u>5,722,379.00</u>	<u>1,045,023.92</u>	<u>5,722,366.05</u>	<u>12.95</u>	
c. Research Services					
Performance Enhancement Incentive	15,000.00	15,000.00	15,000.00		
	<u>15,000.00</u>	<u>15,000.00</u>	<u>15,000.00</u>		-
Sub-total	<u>8,580,735.00</u>	<u>2,174,182.92</u>	<u>8,580,700.25</u>	<u>34.75</u>	
<b>Pension and Gratuity Fund</b>					
Personal Services					
I. GENERAL ADMINISTRATION AND SUPPORT					
a. General Administration and Support Services					
Terminal Leave	460,117.00	316,457.68	460,115.55	1.45	
Sub-total	<u>460,117.00</u>	<u>316,457.68</u>	<u>460,115.55</u>	<u>1.45</u>	

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		This Report (3)	To Date (4)		
<b>SPECIAL PURPOSE FUNDS</b>					
III. OPERATIONS					
b. Higher Education Services					
Terminal Leave	78,834.00		78,834.00		
	78,834.00	-	78,834.00	-	
Sub-total	538,951.00	316,457.68	538,949.55	1.45	
<b>Contingent Fund</b>					
Maintenance and Other Operating Expenses	-	-	-	-	
Sub-total	-	-	-	-	
Capital Outlay.	-	-	-	-	
Sub-total	-	-	-	-	
<b>TOTAL</b>	<b>9,119,686.00</b>	<b>2,490,640.60</b>	<b>9,119,649.80</b>	<b>36.20</b>	
<b>PRIOR YEAR'S BUDGET (CONTINUING APPRO.)</b>					
Personal Services					
Sub-total	-	-	-	-	
Maintenance and Other Operating Expenses					
Sub-total	-	-	-	-	
Capital Outlay					
Sub-total	-	-	-	-	
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>GRAND TOTAL</b>	<b>127,399,686.00</b>	<b>9,725,358.03</b>	<b>126,388,568.20</b>	<b>1,011,117.80</b>	

Certified Correct:	Submitted by:
NORBERTO P. ALMARZA Administrative Officer V Date:	RADM RICHARD U. RITUAL PMMA President Date: