



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

July 24, 2024

OFFICE MEMORANDUM

No. 043, s. 2024

To: Marie Christine L. Natividad
Chief Education Supervisor (CID)

NOTICE AND UTILIZATION OF ALLOTMENT

1. This is to inform you that the Office received Sub-ARO with the following details:

Sub-ARO No.	Purpose	Amount (PhP)
RO1-24-1239 Textbooks and other Instructional Materials (Current Appropriations)	Transfer of funds to cover the Production and Distribution of Kindergarten Lesson Exemplars (LEs) and Worksheets (WSs) for SY 2024-2025.	6,633.06
ROI-24-1197 Basic Education Curriculum (Current Appropriations)	Transfer of funds to cover the Production of Transition Learning Resources of Grade 1 Lesson Exemplars (LEs) and Worksheets (WSs) for the implementation of the MATATAG curriculum.	230,326.00

2. Please prepare the corresponding Work and Financial Plan (WFP), Program Procurement Management Plan (PPMP), Purchase Request (PR), Payroll, Itinerary of Travel and/or necessary documents for the full implementation of the program within fifteen (5) working days upon receipt of this memorandum.
3. For information and strict compliance.



VILMA D. EDA, CESO V
Schools Division Superintendent



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
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Republic of the Philippines
Department of Education
Regional Office I

Finance Division
Budget Section

SUB-ALLOTMENT RELEASE ORDER

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: 310200100004000 Textbooks and other Instructional Materials		REFERENCE: OSEC-1-24-4798 dated 7/1/2024 (unl)	SUB-ALLOTMENT RELEASE ORDER NO: ROI-24-1239
FUND CODE: 01101101	ORGANIZATION CODE: 0801014	LEGAL BASIS: Republic Act No. 11975 - FY 2024 GAA	DATE: July 19, 2024
Purpose: Transfer of funds for the Production and Distribution of Kindergarten Lesson Exemplars (LEs) and Worksheets (Ws) for School Year (SY) 2024-2025.			
TO: The Schools Division Superintendent Division of Vigan City Vigan City			
PARTICULARS		ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Subsidy to Operating Units		MOOE 5021408000	6,633.06
Total			6,633.06
AMOUNT IN WORDS: SIX THOUSAND SIX HUNDRED THIRTY-THREE AND 06/100 PESOS.			
NOTE: The Allotment herein sub-alloted is valid for obligation until December 31, 2025.			

The above sub-allotments have been made for expenditures of the Division/School. It is your primary responsibility to keep expenditures within the limits of the amount sub-allotted. Pursuant to section 41, Book VI of the Executive Order No. 292, the incurrence of overdraft is prohibited. Parties responsible for the incurrence of overdrafts shall be held personally liable thereof. It is understood that the allotments herein authorized shall be used solely for the purposes indicated and disbursements therefrom shall be made in accordance with existing budgeting, accounting and auditing rules and regulations.

Certified Allotment Available:

Arnold I. Vito
ARNOLD I. VITO
Chief Administrative Officer
Finance Division

APPROVED:

Tolemino G. Aquino
TOLEMINO G. AQUINO
Director IV

Document Code : RO1-LQF-FD-BS-003
Revision : 01
Effectivity Date : 10-07-2019

7-23-24

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Republic of the Philippines
Department of Education
Regional Office I

Finance Division
Budget Section

SUB-ALLOTMENT RELEASE ORDER

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: 310100100003000 Basic Education Curriculum		REFERENCE: OSEC-1-24-4592 dated 7/4/2024 (CM)	SUB-ALLOTMENT RELEASE ORDER NO: ROI-24-1197
FUND CODE: 01101101		ORGANIZATION CODE: 0801014	LEGAL BASIS: Republic Act No. 11975 - FY 2024 GAA
Purpose: Transfer of funds for the Production of Transition Learning Resources of Grade 1 Lesson Exemplars (LEs) and Worksheets (WSs) for the implementation of the MATATAG Curriculum.		DATE: July 19, 2024	FISCAL YEAR: FY 2024
TO: The Schools Division Superintendent Division of Vigan City Vigan City			
PARTICULARS		ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Subsidy to Operating Units		MOOE 5021408000	230,326.00
Total			230,326.00
AMOUNT IN WORDS: TWO HUNDRED THIRTY THOUSAND THREE HUNDRED TWENTY-SIX PESOS.			
NOTE: The Allotment herein sub-allotted is valid for obligation until December 31, 2025.			

The above sub-allotments have been made for expenditures of the Division/School. It is your primary responsibility to keep expenditures within the limits of the amount sub-allotted. Pursuant to section 41, Book VI of the Executive Order No. 292, the incurrence of overdraft is prohibited. Parties responsible for the incurrence of overdrafts shall be held personally liable thereof. It is understood that the allotments herein authorized shall be used solely for the purposes indicated and disbursements therefrom shall be made in accordance with existing budgeting, accounting and auditing rules and regulations.

Certified Allotment Available:

[Signature]
for **ARNOLD I. VINO**
Chief Administrative Officer
Finance Division

APPROVED:

[Signature]
TOLENTINO G. AQUINO
Director IV

Document Code : RO1-LQF-FD-BS-003
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