



2408-990

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

Office of the Schools Division Superintendent

August 12, 2024

OFFICE MEMORANDUM

No. 057, s. 2024

To: Atty. Kim R. Tagorda
Administrative Officer V

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)
RO1-24-1340 World Teachers' Day Incentive Benefit (Current Appropriations)	Transfer of Funds for FY 2024 World Teachers' Day Incentive Benefits.	709,000.00

- 2. Please prepare the corresponding Payroll and/or necessary documents for the full implementation and payment of the WTDIB FY 2024 seven (7) working days before October 5, 2024 or the target release day of the said benefit.
- 3. For information and strict compliance.

Budget/mjps



VILMA D. EDA, CESO V
Schools Division Superintendent



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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: 310400100013000 World Teacher's Day Incentive Benefit		REFERENCE: OSEC-1-24-5269 CMI DATED 08/01/2024	SUB-ALLOTMENT RELEASE ORDER NO: ROI-24-1340
FUND CODE: 01101101		LEGAL BASIS: RA 11975 -FY 2024 GAA	DATE: August 9, 2024
ORGANIZATION CODE: 0801014			FISCAL YEAR: FY 2024
Purpose: Transfer of Funds for FY 2024 World Teacher's Day Incentive Benefit.			
TO: The Schools Division Superintendent Division of Vigan City Vigan City			
PARTICULARS		ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Other Personnel Benefits		PS 5010499099	709,000.00
Teaching Positions	695 695,000.00		
Teaching -Related Positions	14 14,000.00		
Total	709,000.00		709,000.00
AMOUNT IN WORDS: SEVEN HUNDRED NINE THOUSAND PESOS.			
NOTE: The Allotment herein sub-allotted is valid for obligation until December 31, 2024.			

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 incurrance of overdraft is prohibited. Parties responsible for the incurrance 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 budgetting, accounting and auditing rules and regulations.

Certified Allotment Available:

ARNOLD I. VINO
 Chief Administrative Officer
 Finance Division

APPROVED:

TOLENTINO G. AQUINO
 Director IV

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

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