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

Office of the Schools Division Superintendent

November 29, 2024

OFFICE MEMORANDUM

No. 088, s. 2024

To: Rodrigo Q. Reyes, Jr.  
Chief Education Supervisor (SGOD)

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)
ROI-24-2048 National Assessment System for Basic Education (Current Appropriations)	Program Support Fund for the provision of expenses in the Administration of the National Achievement Test for Grade 10 (NATG10).	16,830.00

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



**VILMA D. EDA, CESO V**  
Schools Division Superintendent

X11/21



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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: 310100100001000 National Assessment Systems for Basic Education		REFERENCE: OSEC-1-24-6214 dated 9/25/24 (CMI) LEGAL BASIS: Republic Act No. 11975 - FY 2024 GAA	SUB-ALLOTMENT RELEASE ORDER NO: ROI-24-2048 DATE: November 21, 2024 FISCAL YEAR: FY 2024
FUND CODE: 01101101	ORGANIZATION CODE: 0801014		
Purpose: Transfer of Program Support Funds for the provision of expenses in the Administration of the National Achievement Test for Grade 10 (NATG 10)			
TO: The Schools Division Superintendent Division of Vigan City Vigan City			
PARTICULARS		ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Subsidy to Operating Units		MOOE 5021408000	16,830.00
Total			16,830.00
AMOUNT IN WORDS: SIXTEEN THOUSAND EIGHT HUNDRED THIRTY 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:

ARNOLD L. VINO  
Chief Administrative Officer  
Finance Division

APPROVED:

TOLENTINO G. AQUINO  
Director IV



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