



2412- 858

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

Office of the Schools Division Superintendent

December 9, 2024

OFFICE MEMORANDUM

No. 090, 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)
OSEC-1-24-6937 Learning Tools and Equipment- Science and Mathematics Equipment LTE-SME (Continuing Appropriations)	Fund for the Hauling and Delivery of Procured Science and Mathematics Equipment.	32,285.22

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 three (3) working days upon receipt of this memorandum.
3. For information and strict compliance.



VILMA D. EDA, CESO V
Schools Division Superintendent
8/2/9



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Republic of the Philippines
DEPARTMENT OF EDUCATION
Central Office

SUB-ALLOTMENT RELEASE ORDER
Fiscal Year 2024

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA335 310200100003000 - Continuing Appropriations Learning Tools and Equipment		REFERENCE: FY 2023 GAAAO dated 01/03/2023	SUB-ALLOTMENT RELEASE ORDER NO. OSEC-1-24-6937
		LEGAL BASIS: Republic Act No. 11936 - FY 2023 GAA	DATE: 15-Nov-24
FUND CODE: 01102101	ORGANIZATION CODE: 070010100000		FISCAL YEAR: FY 2024
PURPOSE: Transfer of funds to cover funding requirements for the Hauling and Delivery Services of FY 2021 Procured Science and Mathematics Equipment (SME).			
To: The Schools Division Superintendent Schools Division of Vigan City DepEd - Region I 070010801014			Region : 1
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Transportation and Delivery Expenses		MOOE 5029904000	32,285.22
AMOUNT IN WORDS: *** Thirty Two Thousand Two Hundred Eighty Five Pesos & 22/100 Only ***			Total: 32,285.22
NOTE: The MOOE or CO allotment herein sub-allotted are valid for obligation until December 31, 2024.			

The above sub-allotments have been made available for expenditures of the Region/ 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 Executive Order No. 292, the incurrence of overdrafts is prohibited. Parties responsible for the incurrence of overdrafts shall be held personally liable therefor. 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 CORRECT:

MA. BELIN D. DEMONTEVERDE
Supervising Administrative Officer
OIC, Finance Service-Budget Division

APPROVED:

ANNALYN M. SEVILLA
Undersecretary for Finance