



2502-1039

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

Office of the Schools Division Superintendent

February 13, 2025

OFFICE MEMORANDUM

No. 1, s. 2025

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)
ROI-25-0068 (FLO-ALS)	Fund for the payment of Transportation and Teaching Allowance (TTA) for ALS teachers	168,125.00

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 thirty (30) calendar days upon receipt of this memorandum.
3. For information and strict compliance.

VILMA D. EDA, CESO V
Schools Division Superintendent



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