

### Republic of the Philippines

# Department of Education

#### REGION I SCHOOLS DIVISION OF VIGAN CITY

#### Office of the Schools Division Superintendent

March 24, 2025

OFFICE MEMORANDUM

No. 12, s. 2025

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-25-0319	Disaster	Funds for the Conduct of Risk	50,000.00
Preparedness	and Response	Reduction and Management	
Program	(Continuing	Program, Projects and Activities	
Appropriations)		(PPAs)	

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

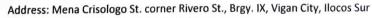


VILMA D. EDA, CESO V
Schools Division Superintendent









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# Republic of the Philippines Department of Education

Regional Office I

Finance Division Budget Section

## **SUB-ALLOTMENT RELEASE ORDER**

PROGRAM/PROJECT/ACTI	VITY NO./DESCRIPTION:	REFERENCE:	SUB-ALLOTMENT RELEASE
200000100001000		FY 2024 GAA (DPRP)	ORDER NO: ROI-25-0319
Disaster Preparedness and Response Program		LEGAL BASIS:	DATE: March 14, 2025
FUND CODE:	ORGANIZATION CODE:	FY 2024 GAA RA No. 11975	FISCAL YEAR: FY 2025
01102101 Purpose:	0801014		F1 2023
Transfer of funds in TO: The Schools Division Schools Division of Vigan City Vigan City		duction and Management Program,	Projects and Activities (PPAs).
	PARTICULARS	ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
	Subsidy to Operating Units	MOOE 5021408000	50,000.00
Total		3, 3, 9	50,000.00
AMOUNT IN WORDS:	FIFTY THOUSAND PESOS.		
NOTE: The Allotment	t 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-alloted. 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 budgetting, accounting and auditing rules and regulations.

Certified Allotment Available:

APPROVED:

TOLENTINO G. AQUINO Director IV







ARNOLD I. VINO

Chief Administrative Officer Finance Division

> Flores St., Catbangen, City of San Fernando, La Union Telephone Nos.: (072) 607-8137/682-2324

