



2504-107

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

Office of the Schools Division Superintendent

April 2, 2025

OFFICE MEMORANDUM

No. 14, 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-25-0411 (Basic Education Curriculum – Continuing Appropriations)	Funds for the printing of the Rapid Mathematics assessment (RMA) Toolkit and Intervention and Enrichment Materials.	277,137.00

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 fifteen (15) calendar days upon receipt of this memorandum.

3. For information and strict compliance.

VILMA D. EDA, CESO V
Schools Division Superintendent
7/4/2



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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: 310100100003000 Basic Education Curriculum		REFERENCE: OSEC-1-24-7705 dated 12/04/24 (CMI)	SUB-ALLOTMENT RELEASE ORDER NO: ROI-25-0411
FUND CODE: 01102101		ORGANIZATION CODE: 0801014	LEGAL BASIS: FY 2024 GAA R.A. No. 11975
DATE: March 27, 2025		FISCAL YEAR: FY 2025	
Purpose: Transfer of funds for the printing of the Rapid Mathematics Assessment (RMA) Toolkit and Intervention and Enrichment Materials.			
TO: The Schools Division Superintendent Division of Vigan City Vigan City			
PARTICULARS		ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Subsidy to Operating Units		MOOE 5021408000	277,137.00
Total			277,137.00
AMOUNT IN WORDS: TWO HUNDRED SEVENTY-SEVEN THOUSAND ONE HUNDRED THIRTY-SEVEN PESOS.			
NOTE: The Allotment 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-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 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 Allotment Available:

(Signature)
ARNOLD T. VINO
 Chief Administrative Officer
 Finance Division

APPROVED:

(Signature)
TOLENTINO G. AQUINO
 Director IV



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