



2505- 674

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

**Office of the Schools Division Superintendent**

May 13, 2025

**OFFICE MEMORANDUM**

No. 28, 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-25-0651 (Flexible Learning Options – Learning Resources Continuing Appropriations)	Program Support Funds for the Development, Production, and Delivery of Self-Learning Modules.	50,256.19

2. Please prepare the corresponding Work and Financial Plan (WFP), Project Proposal, 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  
8/13



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Republic of the Philippines  
**Department of Education**  
Regional Office 1

Finance Division  
Budget Section

**SUB-ALLOTMENT RELEASE ORDER**

<b>PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION:</b> 310300100003000  Flexible Learning Options-Learning Resources (FLO-LR)		<b>REFERENCE:</b> FY 2024 GAA (FLO-LR)	<b>SUB-ALLOTMENT RELEASE ORDER NO:</b> ROI-25-0651
<b>FUND CODE:</b> 01102101		<b>LEGAL BASIS:</b> FY 2024 GAA RA No. 11976	<b>DATE:</b> May 7, 2025
<b>ORGANIZATION CODE:</b> 0801014			<b>FISCAL YEAR:</b> FY 2025
<b>Purpose:</b>  Transfer of funds for the Program Support Funds for the Development, Production, and Delivery of Self-Learning Modules.			
<b>TO:</b> The Schools Division Superintendent Division of Vigan City Vigan City			
<b>PARTICULARS</b>		<b>ALLOTMENT/ OBJECT CLASS</b>	<b>AMOUNT AUTHORIZED</b>
Subsidy to Operating Units		MOOE 5021408000	50,256.19
Total			50,256.19
<b>AMOUNT IN WORDS:</b> FIFTY THOUSAND TWO HUNDRED FIFTY-SIX AND 19/100 PESOS.			
<b>NOTE:</b> 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 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 I. VINO**  
Chief Administrative Officer  
Finance Division

APPROVED:

**TOLENTINO G. AQUINO**  
Director IV



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