

## Republic of the Philippines

# Department of Education REGION 1

## SCHOOLS DIVISION OF VIGAN CITY

### Office of the Schools Division Superintendent

July 8, 2025

#### **OFFICE MEMORANDUM**

No. <u>45</u>, 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-25-1315 (Early Language	Funds for the Implementation of the	16,035.62
Literacy and Numeracy - Current Appropriations)	Early Language Literacy and Numeracy (ELLN) Program.	

- 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.

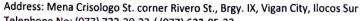
VILMA D. EDA, CESO V Schooks Division Superintendent











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## Republic of the Philippines Department of Education

Regional Office I

Finance Division Budget Section

## **SUB-ALLOTMENT RELEASE ORDER**

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION:		REFERENCE:		SUB-ALLOTMENT RELEASE			
310100100007000  Early Language Literacy and Numeracy		OSEC-1-25-02135 dated 04/15/25 (CMI)		ORDER NO:			
				ROI-25-1315			
				DATE: July 4, 2025			
FUND CODE:	ORGANIZATION CODE:	FY 2025 GA	A R.A. No. 12116	FISCAL YEAR:			
01101101	0801014	11220		FY 2025			
Purpose:  Transfer of funds for	r the implementation nof the Ear	ly Language Litera	cy, and Numeracy	(ELLN) Program.			
TO:							
The Schools Division Superintendent							
Division of Vigan City Vigan City							
Vigan City							
	PARTICULARS		ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED			
	Subsidy to Operating Units		MOOE 5021408000	16,035.62			
Total				16,035.62			
AMOUNT IN WORDS:	SIXTEEN THOUSAND THIRTY-FIVE A	ND 62/100 PESOS.					
NOTE: The Allotment	herein sub-alloted is valid for obligation	until December 31, 2	026.				

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:

ARNOLDI VINC Chief Administrative Officer Finance Division APPROVED:

TOLENTINO G. AQUINO Director IV





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