



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

Office of the Schools Division Superintendent

November 28, 2025

OFFICE MEMORANDUM

No. 79, 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)
OSEC-1-25-5547 GMS-CO (Continuing Appropriations)	Funds for the schools affected by Super Typhoon Tino and Super Typhoon Uwan.	334,597.88
ROI-25-2668 (Human Resource Development – Current Appropriations)	TEV: Language Bridging in Action: Pedagogical Translanguaging to support English Teaching	4,500.00
ROI-25-2621 (HRD – Current)	Attendance to the Training for School Leaders on the Revised K to 12 Curriculum implementation and other K to 12 activities	30,800.00
ROI-25-2885 (HRD – Current)	TEV: Capacity Building on the Effective conduct of classroom observation aligned with the revised K to 12 MATATAG	30,000.00
ROI-25-2899 (HRD – Current)	Training-workshop on collaborative excellence supporting MATATAG curriculum through team efforts.	35,000.00

2. Please prepare the corresponding Work and Financial Plan (WFP), Project Proposal, Program of Works, Program Procurement Management Plan (PPMP), Purchase Request (PR), Payroll, Itinerary of Travel and/or necessary documents for the full implementation of the program within three (3) working days upon receipt of this memorandum.



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
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3. For information and strict compliance.

~~VILMA D. EDA, CESO V~~
Schools Division Superintendent

11/26



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Republic of the Philippines
DEPARTMENT OF EDUCATION
 Central Office

SUB-ALLOTMENT RELEASE ORDER
 Fiscal Year 2025

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA101 100000100001000 - Continuing Appropriations General Management and Supervision - Central Office		REFERENCE: FY 2024 GAAAO dated 01/02/2024	SUB-ALLOTMENT RELEASE ORDER NO. OSEC-1-25-05547
FUND CODE: 01102101		LEGAL BASIS: FY 2024 GAA R.A. No. 11975 (Continuing Appropriations)	DATE: 19-Nov-25
ORGANIZATION CODE: 070010100000			FISCAL YEAR: FY 2025
PURPOSE: Provision of response funds for schools affected by Typhoon (TY) Tino and Super Typhoon (STY) Uwan.			
To: The Schools Division Superintendent Schools Division of Vigan City DepEd - Region I 070010801014			Region : 1
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Subsidy to Operating Units		MOOE 5021408000	334,597.88
AMOUNT IN WORDS: *** Three Hundred Thirty Four Thousand Five Hundred Ninety Seven Pesos & 88/100 Only ***			Total: 334,597.88
NOTE: The MOOE or CO allotment herein sub-alloted are valid for obligation until December 31, 2025.			

The above sub-allotments have been made available for expenditures of the Region/ 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 Executive Order No. 292, the incurrence of overdrafts 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.

Certification of Availability of Allotment:

[Signature]
CHOLITA E. TIONG
 Chief Administrative Officer
 Budget Division

Approval for Transfer/Downloading of Funds:

[Signature]
ATTY. EDSON BYRON K. SY
 Assistant Secretary for Finance
 OIC, Office of the Undersecretary for Finance



Republic of the Philippines
Department of Education
 Regional Office I

Finance Division
 Budget Section

SUB-ALLOTMENT RELEASE ORDER

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: 310500100001000 Human Resource Development for Personnel in Schools and Learning Centers		REFERENCE: OSEC-1-25-03969 dated 08/13/25 (CMI)	SUB-ALLOTMENT RELEASE ORDER NO: ROI-25-2668
FUND CODE: 1101101	ORGANIZATION CODE: 0801014	LEGAL BASIS: FY 2025 GAA R.A. No. 12116	DATE: November 21, 2025
FISCAL YEAR: FY 2025			
Purpose: Transfer of funds to cover travel expenses of participants in the Language Bridging in Action: Using pedagogical Translanguaging to Support English teaching for key stages 1-3.			
TO: The Schools Division Superintendent Division of Vigan City Vigan City			
PARTICULARS		ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Training Expenses		MOOE 5020201002	4,500.00
Total			4,500.00
AMOUNT IN WORDS: FOUR THOUSAND FIVE HUNDRED PEROS.			
NOTE: The Allotment herein sub-allotted is valid for obligation until December 31, 2026			

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



Address: Flores St., Catbangen, City of San Fernando, La Union
 Telephone Nos.: (072) 607-8137/682-2324
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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: 310500100001000 Human Resource Development for Personnel in Schools and Learning Centers		REFERENCE: OSEC-1-25-02703 dated 5/09/25 (CMI)	SUB-ALLOTMENT RELEASE ORDER NO: ROI-25-2621
FUND CODE: 1101101	ORGANIZATION CODE: 0801014	LEGAL BASIS: FY 2025 GAA R.A. No. 12116	DATE: November 19, 2025
			FISCAL YEAR: FY 2025

Purpose:
 Transfer of funds in attendance to the "Training of School Leaders on the Revised K to 12 Curriculum Implementation" or any other related activities on the Implementation of Revised K to 12 Curriculum.

TO:
 The Schools Division Superintendent
 Division of Vigan City
 Vigan City

PARTICULARS	ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Training Expenses	MOOE 5020201002	30,800.00
Total		30,800.00

AMOUNT IN WORDS: THIRTY THOUSAND EIGHT HUNDRED PESOS.

NOTE: The Allotment herein sub-alloted is valid for obligation until December 31, 2026.

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.

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 Finance Division

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SUB-ALLOTMENT RELEASE ORDER

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: 310500100001000 Human Resource Development for Personnel in Schools and Learning Centers		REFERENCE: OSEC-1-25-02703 dated 5/09/25 (CMI)	SUB-ALLOTMENT RELEASE ORDER NO: ROI-25-2885
FUND CODE: 1101101		ORGANIZATION CODE: 0801014	LEGAL BASIS: FY 2025 GAA R.A. No. 12116
Purpose: Transfer of funds to cover travel expenses of participants for the Capacity Building on the Effective Conduct of Classroom Observation Aligned with the Revised K to 12 (MATATAG) Curriculum.		DATE: November 25, 2025	FISCAL YEAR: FY 2025
TO: The Schools Division Superintendent Division of Vigan City Vigan City			
PARTICULARS		ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Training Expenses		MOOE 5020201002	30,000.00
Total			30,000.00
AMOUNT IN WORDS:		THIRTY THOUSAND PESOS.	
NOTE: The Allotment herein sub-allotted is valid for obligation until December 31, 2026.			

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 V of the Executive Order No. 292, the incurrance of overdraft is prohibited. Parties responsible for the incurrance 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.

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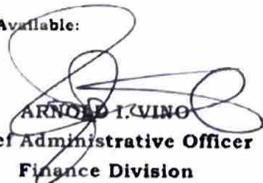
Finance Division
 Budget Section

SUB-ALLOTMENT RELEASE ORDER

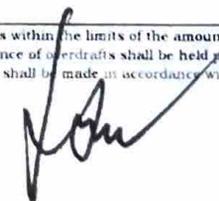
PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: 310500100001000 Human Resource Development for Personnel in Schools and Learning Centers		REFERENCE: OSEC-1-25-02703 dated 5/09/25 (CMI)	SUB-ALLOTMENT RELEASE ORDER NO: ROI-25-2899
FUND CODE: 1101101		ORGANIZATION CODE: 0801014	LEGAL BASIS: FY 2025 GAA R.A. No. 12116
Purpose: Transfer of funds to cover travel expenses of participants for the Training-Workshop on Collaborative Excellence: Supporting MATATAG Curriculum Implementation through Team Efforts.		DATE: November 25, 2025	FISCAL YEAR: FY 2025
TO: The Schools Division Superintendent Division of Vigan City Vigan City			
PARTICULARS		ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Training Expenses		MOOE 5020201002	35,000.00
Total			35,000.00
AMOUNT IN WORDS: THIRTY-FIVE THOUSAND PESOS.			
NOTE: The Allotment herein sub-allotted is valid for obligation until December 31, 2026.			

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.

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