



2511-456

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

Office of the Schools Division Superintendent

November 5, 2025

OFFICE MEMORANDUM

No. 73, s. 2025

To: Atty. Kim R. Tagorda
Administrative Officer V (Administrative Section)

SUBMISSION OF WEEKLY STATUS ON FUND BALANCES AND JUSTIFICATION

1. This is to inform you that the following Sub-AROs have an Unobligated Allotment as of this date:

Sub-ARO (SA) No.	Purpose	Unobligated Allotment (PhP) as of 11/5/25	Committed Date of Obligation (with completed PO/Contract/Payroll)
ROI-25-234 (Administration of PB)	For payment of Loyalty Pay	180,000.00	12/10/25
ROI-25-851 (Cash Allowance)	For payment of cash allowance FY 2025	98,000.00	12/10/25
ROI-25-3878 (IASS)	PSF for the survey and titling of school sites	298,840.00	11/20/25

2. Please submit a weekly report (**every Wednesday**) on the fund balances per Programs/Projects/Activities (PPAs) per Sub ARO and letter of explanation why there are still unobligated balances as of the committed date of obligation.
3. For information and strict compliance.



VILMA D. EDA, CESO V
Schools Division Superintendent
[signature]



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