



2511-2062

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

November 25, 2025

**OFFICE MEMORANDUM**

No. 78, s. 2025

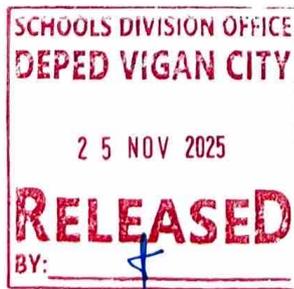
To: Atty. Kim R. Tagorda  
Administrative Officer V

**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-25-2852 MPBF-GMS RO (Current Appropriations)	Funds for the FY 2023 Performance-Based Bonus for schools.	7,989,188.79
ROI-25-2867 MPBF-GMS RO (Current Appropriations)	Funds for the FY 2023 Performance-Based Bonus for SDO personnel.	1,297,679.34

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



*Annie K. Tagorda*  
**VILMA D. EDA, CESO V**  
Schools Division Superintendent  
11/25

Budget/mjps



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur  
Telephone No: (077) 722-20-23 / (077) 632-05-33  
Email Address: [vigan.city@deped.gov.ph](mailto:vigan.city@deped.gov.ph)  
Website: [www.depedvigancity.com](http://www.depedvigancity.com)



Your Feedback is important to us. Visit this link [bit.ly/SDOViganCityCSM](http://bit.ly/SDOViganCityCSM)



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

Finance Division  
 Budget Section

**SUB-ALLOTMENT RELEASE ORDER**

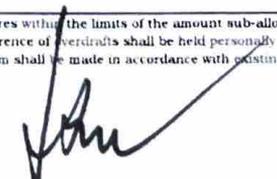
<b>PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION:</b> 100000100001001 <b>MPBF- General Management and Supervision- Regional Office Proper</b>		<b>REFERENCE:</b> SARO-ROI-25-0017014 dated 11/21/25 (CMI)	<b>SUB-ALLOTMENT RELEASE ORDER NO:</b> ROI-25-2852
<b>FUND CODE:</b> 01101406		<b>LEGAL BASIS:</b> FY 2025 GAA R.A. No. 12116	<b>DATE:</b> November 24, 2025
<b>ORGANIZATION CODE:</b> 0801014			<b>FISCAL YEAR:</b> FY 2025
<b>Purpose:</b>  Transfer of funds to cover payment of the FY 2023 Performance-Based Bonus to entitled employees pursuant to E.O. No. 80 dated July 20, 2012.			
<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>
Performance Based Bonus		PS 5010299014	7,989,188.79
Total			7,989,188.79
<b>AMOUNT IN WORDS:</b> SEVEN MILLION NINE HUNDRED EIGHTY-NINE THOUSAND ONE HUNDRED EIGHTY-EIGHT AND 79/100 PESOS.			
<b>NOTE:</b> The Allotment herein sub-allotted 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

DepED



Address: Flores St., Catbangan, City of San Fernando, La Union  
 Telephone Nos.: (072) 607-8137/682-2324  
 Email address: region1@deped.gov.ph  
 Website: www.depedro1.com





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

Finance Division  
Budget Section

**SUB-ALLOTMENT RELEASE ORDER**

<b>PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION:</b> 100000100001001 <b>MPBF- General Management and Supervision- Regional Office Proper</b>		<b>REFERENCE:</b> SARO-ROI-25-0016999 dated 11/21/25 (CMI)	<b>SUB-ALLOTMENT RELEASE ORDER NO:</b> ROI-25-2867
<b>FUND CODE:</b> 01101406		<b>LEGAL BASIS:</b> FY 2025 GAA R.A. No. 12116	<b>DATE:</b> November 21, 2025
<b>ORGANIZATION CODE:</b> 0801014			<b>FISCAL YEAR:</b> FY 2025
<b>Purpose:</b>  Transfer of funds to cover payment of the FY 2023 Performance-Based Bonus to entitled employees pursuant to E.O. No. 80 dated July 20, 2012.			
<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>
Performance Based Bonus		PS 5010299014	1,297,679.34
<b>Total</b>			1,297,679.34
<b>AMOUNT IN WORDS:</b> ONE MILLION TWO HUNDRED NINETY-SEVEN THOUSAND SIX HUNDRED SEVENTY-NINE AND 34/100 PESOS.			
<b>NOTE:</b> The Allotment herein sub-allotted 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 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 intended and disbursements therefrom shall be made in accordance with existing budgeting, accounting and auditing rules and regulations.

Certified Allotment Available:

**ARNOLD J. 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  
Email address: region1@deped.gov.ph  
Website: www.depedro1.com

