



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

Office of the Schools Division Superintendent

31 MAR 2026

March 27, 2026

OFFICE MEMORANDUM

No. 13, s. 2026

To: Glenn U. Tadena
School Principal I
Vigan NHS West

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-1-26-526 Junior High School (Continuing Appropriations)	Funds to cover for the Additional School MOOE for FY 2026 for VNHSWest & Pantay Integrated School - JHS	Vigan NHS West=17,000 & PIS=57,000 (MOOE)
OSEC-1-26-745 Senior High School (Continuing Appropriations)	Funds to cover for the Additional School MOOE for FY 2026 for VNHSWest & VNHSEast	VNHSWest=17,000 & VNHSEast=40,000

- 2. Please prepare the corresponding Work and Financial Plan (WFP), Supplemental Annual Procurement Plan (Supp APP) Program Procurement Management Plan (PPMP), Purchase Request (PR), Itinerary of Travel, Priority Lists and/or necessary documents for the full implementation of the program and submit to this Office within **ten (10)** working days upon receipt of this memorandum.
- 3. For information and strict compliance.



VILMA D. EDA, CESO V
Schools Division Superintendent



Address: Mena Crisolago St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
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Republic of the Philippines
DEPARTMENT OF EDUCATION

Central Office

SUB-ALLOTMENT RELEASE ORDER

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA351 310400100003000 - Continuing Appropriations Operation of Schools - Junior High School (Grade 7 to Grade 10)		REFERENCE: FY 2025 GAAAO dated 01/02/2025	SUB-ALLOTMENT RELEASE ORDER NO. OSEC-1-26-00526
		LEGAL BASIS: FY 2025 General Appropriations Act Republic Act (R.A.) No. 12116	DATE: 12-Mar-26
FUND CODE: 01102101	ORGANIZATION CODE: 070010100000		FISCAL YEAR: FY 2026
PURPOSE: <i>To transfer of funds as additional School Maintenance and Other Operating Expenses (SMOOE) for Junior High School.</i>			
To: The Schools Division Superintendent Schools Division of Vigan City Region I - Ilocos 070010801014			Region : 1
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Subsidy to Operating Units		MOOE 5021408000	74,000.00
AMOUNT IN WORDS: *** <i>Seventy Four Thousand Pesos Only</i> ***			Total: <u>74,000.00</u>
NOTE: The MOOE or CO allotment herein sub-allotted are valid for obligation until December 31, 2026.			

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-allotted. 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:

REYMARK V. TIRADOS
Administrative Officer IV
OIC, Finance Service-Budget Division

Approval for Transfer/Downloading of Funds:

MAR 17 2026
ATTY. EDSON BYRON K. SY
Assistant Secretary for Finance
OIC, Office of the Undersecretary for Finance

PPA 351

SA # 10

3-19-26

Rec # 335



Budget

Republic of the Philippines
DEPARTMENT OF EDUCATION

Central Office

SUB-ALLOTMENT RELEASE ORDER

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA358 310400100004000 - Continuing Appropriations Operation of Schools - Senior High School (Grade 11 to Grade 12)		REFERENCE: FY 2025 GAAAO dated 01/02/2025	SUB-ALLOTMENT RELEASE ORDER NO.: OSEC-1-26-00745
FUND CODE: 01102101		LEGAL BASIS: FY 2025 General Appropriations Act Republic Act (R.A.) No. 12116	DATE: 12-Mar-26
ORGANIZATION CODE: 070010100000			FISCAL YEAR: FY 2026
PURPOSE: <i>To transfer of funds as additional School Maintenance and Other Operating Expenses (SMOOE) for Senior High School.</i>			
To: The Schools Division Superintendent Schools Division of Vigan City Region I - Ilocos 070010801014			Region: 1
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Subsidy to Operating Units		MOOE 5021408000	57,000.00
AMOUNT IN WORDS: *** Fifty Seven Thousand Pesos Only ***			Total: <u>57,000.00</u>
NOTE: The MOOE or CO allotment herein sub-allotted are valid for obligation until December 31, 2026.			

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-allotted. 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] 06/26
REYMARK V. TIRADOS
Administrative Officer IV
OIC, Finance Service-Budget Division

Approval for Transfer/Downloading of Funds:

[Signature] MAR 18 2026
ATTY. EDSON BYRON K. SY
Assistant Secretary for Finance
OIC, Office of the Undersecretary for Finance

PPA 358
CA# 12
3-23-26
Rec # 337