



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

Office of the Schools Division Superintendent

March 30, 2026

OFFICE MEMORANDUM

No. 16, s. 2026

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-26-300 Reclassification of Positions/ECP (Current Appropriations)	Allotment to cover payment of FY 2026 Reclassification of Position/Expanded Career Progression (ECP) differentials.	3,422,132.85

- 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 the month of its implementation for the Fiscal Year 2026.
- 3. For information and strict compliance.

VILMA D. EDA, CESO V
Schools Division Superintendent



Budget/mjps



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Website: www.depedviganacity.com



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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: 310400100001000 Implementation of the Grant of CA, Hardship Pay, ERF, Conversion to MT & Reclass. of Positions		REFERENCE: FY 2026 GAAAO dated 1/5/2026	SUB-ALLOTMENT RELEASE ORDER NO: ROI-26-0300
FUND CODE: 1101101		LEGAL BASIS: FY 2026 GAA R.A. No. 12314	DATE: March 12, 2026
ORGANIZATION CODE: 801014			FISCAL YEAR: FY 2026

Purpose:

Allotment to cover funding requirements for Reclassification of Positions/Expanded Career Progression (ECP) for FY 2026

TO:

The Schools Division Superintendent
 Division of Vigan City
 Vigan City

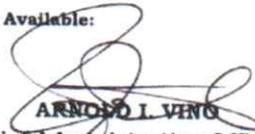
PARTICULARS	ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Lump-sum for Reclassification of Positions	PS 5010499003	3,422,132.85
Total		3,422,132.85

AMOUNT IN WORDS: THREE MILLION FOUR HUNDRED TWENTY-TWO THOUSAND ONE HUNDRED THIRTY-TWO AND 85/100 PESOS.

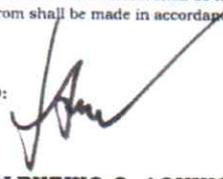
NOTE: The Allotment herein sub-allotted is valid for obligation until December 31, 2026.

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.

Certified Allotment Available:


ARNALDO L. VINGO
 Chief Administrative Officer
 Finance Division

APPROVED:


TOLENTINO G. AQUINO
 Director IV



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