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

**Office of the Schools Division Superintendent**

12 MAR 2026

March 12, 2026

**OFFICE MEMORANDUM**

No. 8, s. 2026

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)
ROI-26-113 Learner Support Program (Continuing Appropriations)	Funds for the Re-echo training on Universal Prevention Curriculum for Substance Use (UPC).	27,500.00

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 fifteen (15) working days upon receipt of this memorandum.
3. For information and strict compliance.

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



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2603-1018



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> 200000100006000  Learner Support Programs		<b>REFERENCE:</b> OSEC-1-25-03559 dated 6/23/2025	<b>SUB-ALLOTMENT RELEASE ORDER NO:</b> ROI-26-0113
<b>FUND CODE:</b> 1102101		<b>LEGAL BASIS:</b> FY 2025 GAA   R.A. No. 12116	<b>DATE:</b> March 11, 2026
<b>ORGANIZATION CODE:</b> 0801014			<b>FISCAL YEAR:</b> FY 2026

**Purpose:**

Transfer of funds to cover expenses in connection with the Re-Echo Training on Universal Prevention Curriculum for Substance Use (UPC) and other related activities

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

PARTICULARS	ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Subsidy to Operating Units	MOOE 5021408000	27,500.00
<b>Total</b>		<b>27,500.00</b>

**AMOUNT IN WORDS:** TWENTY-SEVEN THOUSAND FIVE HUNDRED PESOS.

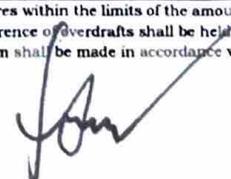
**NOTE:** The Allotment herein sub-allotted is valid for obligation until December 31, 2026.

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:

  
**ARNOLD L. VINGO**  
Chief Administrative Officer  
Finance Division

APPROVED:

  
**TOLENTINO G. AQUINO**  
Director IV



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