



2604-137

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

Office of the Schools Division Superintendent

22 APR 2026

April 22, 2026

OFFICE MEMORANDUM

No. 25, s. 2026

NOTICE AND UTILIZATION OF ALLOTMENT

To: Rodrigo Q. Reyes, Jr.
Chief Education Supervisor (SGOD)

1. This is to inform you that the Office received Sub-ARO with the following details:

Sub-ARO No.	Purpose	Amount (PhP)
ROI-26-666 Human Resource Development for Personnel in Schools and Learning Centers (Current Appropriations)	Funds to cover expenses in the conduct of the Division-Led Training for Teachers on the Revised Grades 6, 9 and 10 curriculum.	662,500.00

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 seven (7) working days upon receipt of this memorandum.
3. For information and strict compliance.



VILMA D. BDA, CESO V
Schools Division Superintendent



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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: 310500100001000 Human Resource Development for Personnel in Schools and Learning Centers		REFERENCE: OSEC-1-26-01059 dated 3/23/2026 (CMI)	SUB ALLOTMENT RELEASE ORDER NO: ROI-26-0666
FUND CODE: 1101101	ORGANIZATION CODE: 0801014	LEGAL BASIS: FY 2026 GAA R.A. No. 12314	DATE: April 21, 2026
Purpose: Transfer of funds for the Conduct of the Division-Led Training of Teachers on the Revised Grades 6, 9, and 10 Curriculum.		FISCAL YEAR: FY 2026	

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

PARTICULARS	ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Training Expenses	MOOE 5020201002	662,500.00
Total		662,500.00

AMOUNT IN WORDS: SIX HUNDRED SIXTY-TWO THOUSAND FIVE HUNDRED PESOS.

NOTE: The Allotment herein sub-allotted is valid for obligation until December 31, 2027.

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 and 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

APPROVED:

ARNEL I. VICO
Chief Administrative Officer
Finance Division

ESTELA P. LEON-CARINO, EdD, CESO III
Director IV/Regional Director 4/21



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