



2604-1398

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

Office of the Schools Division Superintendent

April 28, 2026

OFFICE MEMORANDUM

No. 26, 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-26-742 BEFF - Site Validation, Preliminary and Detailed Engineering (PDE) (Continuing Appropriations)	Funds to cover expenses for the salaries of Contract of Service (COS) Engineers and Architects assigned to SDOs.	187,200.00
ROI-26-728 Learner Support Programs (Continuing Appropriations)	Program Support Fund (PSF) to cover expenses in connection with the Basic Health Services.	150,000.00

2. Please prepare the corresponding Work and Financial Plan (WFP), Project Proposal, Program of Works, Program Procurement Management Plan (PPMP), Purchase Request (PR), Payroll, Contract/Purchase Order, 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. EDA, CESO V
Schools Division Superintendent
84/23



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
Telephone No: (077) 722-20-23 / (077) 632-05-33
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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: 310200100006000 BEFF-Site Validation, Preliminary and Detailed Engineering (PDE)		REFERENCE: OSEC-1-26-00263 dated 3/10/2026 (CMI)	SUB-ALLOTMENT RELEASE ORDER NO: ROI-26-0742
FUND CODE: 1102101	ORGANIZATION CODE: 0801014	LEGAL BASIS: FY 2025 GAA R.A. No. 12116	DATE: April 27, 2026
			FISCAL YEAR: FY 2026

Purpose:

Transfer of funds intended for the salaries of Contract of Service (COS) Engineers and Architects assigned to Schools Division Office.

TO:

The Schools Division Superintendent
Division of Vigan City
Vigan City

PARTICULARS	ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
School Buildings	CO 5060404002	187,200.00
Total		187,200.00

AMOUNT IN WORDS: ONE HUNDRED EIGHTY-SEVEN THOUSAND TWO 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:

(Signature)
ARNOLD H. VING
Chief Administrative Officer
Finance Division

APPROVED:

(Signature)
ESTELA P. LEON-CAKINO, EdD, CESO III
Director IV/Regional Director



Address: Flores St., Catbangan, City of San Fernando, La Union
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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: 200000100006000 Learner Support Programs		REFERENCE: OSEC-1-25-03575 dated 6/23/2025 (CMI)	SUB-ALLOTMENT RELEASE ORDER NO: ROI-26-0728
FUND CODE: 1102101	ORGANIZATION CODE: 0801014	LEGAL BASIS: FY 2025 GAA R.A. No. 12116	DATE: April 27, 2026
			FISCAL YEAR: FY 2026

Purpose:

Transfer of Program Support Fund to cover expenses in connection with the Provision of Basic Health Services.

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

PARTICULARS	ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Subsidy to Operating Units	MOOE 5021408000	150,000.00
Total		150,000.00

AMOUNT IN WORDS: ONE HUNDRED FIFTY THOUSAND 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:

(Signature)
ARNOLD K. YING
Chief Administrative Officer
Finance Division

APPROVED:

(Signature)
ESTELA P. LEON-CARINO, EdD, CESO III
Director IV/Regional Director
8/8/27



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