



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

Office of the Schools Division Superintendent

April 29, 2026

OFFICE MEMORANDUM

No. 28, 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-26-783 Physical Fitness and School Sports – School Sports Division (Current Appropriations)	Funds to cover expenses for the Program Support Fund on the Renewal of PFSS Division Focal Persons under COS.	399,600.00
ROI-26-770 General Management and Supervision – Central Office (Current Appropriations)	Travel expenses of athletes, coaches and chaperons (ACCs) who will participate in the 2026 Palarong Pambansa in Agusan del Sur.	103,760.00

- 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



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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> 20000100001000  Physical Fitness and School Sports - School Sports Division		<b>REFERENCE:</b> OSEC-1-26-02013 dated 6/14/2026 (CMI)	<b>SUB-ALLOTMENT RELEASE</b>  <b>ORDER NO:</b> ROI-26-0783
<b>FUND CODE:</b> 1101101		<b>LEGAL BASIS:</b> FY 2026 GAA   R.A. No. 12314	<b>DATE:</b> April 28, 2026
<b>ORGANIZATION CODE:</b> 0801014			<b>FISCAL YEAR:</b> FY 2026
<b>Purpose:</b>  Transfer of Program Support Funds (PSF) for the Renewal of Physical Fitness and School Sports Division Pocal Persons under Contract of Service (COS).			
<b>TO:</b> The Schools Division Superintendent Division of Vigan City Vigan City			
<b>PARTICULARS</b>		<b>ALLOTMENT/ OBJECT CLASS</b>	<b>AMOUNT AUTHORIZED</b>
Subsidy to Operating Units		MOOE 5021408000	399,600.00
<b>Total</b>			<b>399,600.00</b>
<b>AMOUNT IN WORDS:</b> THREE HUNDRED NINETY-NINE THOUSAND SIX HUNDRED PESOS.			
<b>NOTE:</b> 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 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:

APPROVED:

  
**ARNOLD I. VINO**  
Chief Administrative Officer  
Finance Division

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

8/4/28



Address: Flores St., Catbangen, 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**

<b>PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION:</b> 100000100001000  General Management and Supervision - Central Office		<b>REFERENCE:</b> OSEC-1-26-01996 dated 4/15/2026 (CMI)	<b>SUB-ALLOTMENT RELEASE</b>  <b>ORDER NO:</b> ROI-26-0770
<b>FUND CODE:</b> 1101101		<b>LEGAL BASIS:</b> FY 2026 GAA   R.A. No. 12314	<b>DATE:</b> April 28, 2026
<b>ORGANIZATION CODE:</b> 0801014			<b>FISCAL YEAR:</b> FY 2026

**Purpose:**

Transfer of funds to cover travel expenses of athletes, coaches, and chaperones (ACCs) who will participate in the 2026 Palarong Pambansa in Agusan del Sur.

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

PARTICULARS	ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Subsidy to Operating Units	MOOE 5021408000	103,760.00
<b>Total</b>		<b>103,760.00</b>

**AMOUNT IN WORDS:** ONE HUNDRED THREE THOUSAND SEVEN HUNDRED SIXTY 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 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:

APPROVED:

**ARNOLD I. VINO**  
 Chief Administrative Officer  
 Finance Division

**ESTELA P. LEON-CAPIÑO, EdD, CESO III**  
 Director IV/Regional Director

984/28



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