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

**Office of the Schools Division Superintendent**

30 JUN 2026

June 30, 2026

**OFFICE MEMORANDUM**

No. 42, s. 2026

**NOTICE AND UTILIZATION OF ALLOTMENT**

To: Eric L. Tapat  
Information Technology Officer I

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

| Sub-ARO No.                                                                               | Purpose                                                     | Amount (PhP)        |
|-------------------------------------------------------------------------------------------|-------------------------------------------------------------|---------------------|
| RO1-26-1201<br>Computerization Program<br>-Unprogrammed<br>Appropriations<br>(Continuing) | Funds for the Hauling of Lapel<br>Schools Division Offices. | 16,940.00<br>(MOOE) |

2. Please prepare the corresponding Work and Financial Plan (WFP), Program Procurement Management Plan (PPMP), Purchase Request (PR), Itinerary of Travel and/or necessary documents for the full implementation of the program within five (5) working days upon receipt of this memorandum.
3. For information and strict compliance.

*A. E. B. B.*  
**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><br>310200100005000<br><b>Computerization Program - Unprogrammed Appropriations (SAGIP)</b> |  | <b>REFERENCE:</b><br>OSEC-1-26-02672 dated 6/10/2026 | <b>SUB-ALLOTMENT RELEASE ORDER NO:</b><br>ROI-26-1201 |
| <b>FUND CODE:</b><br>1102101                                                                                                                |  | <b>LEGAL BASIS:</b><br>FY 2025 GAA   R.A. No. 12116  | <b>DATE:</b><br>June 25, 2026                         |
| <b>ORGANIZATION CODE:</b><br>0801014                                                                                                        |  | <b>FISCAL YEAR:</b><br>FY 2026                       |                                                       |
| <b>Purpose:</b><br><br>Transfer of funds for the Hauling of Lapel of Schools Division Offices.                                              |  |                                                      |                                                       |
| <b>TO:</b><br>The Schools Division Superintendent<br>Division of Vigan City<br>Vigan City                                                   |  |                                                      |                                                       |
| <b>PARTICULARS</b>                                                                                                                          |  | <b>ALLOTMENT/<br/>OBJECT CLASS</b>                   | <b>AMOUNT AUTHORIZED</b>                              |
| Transportation and Delivery Expenses                                                                                                        |  | MOOE<br>5029904000                                   | 16,940.00                                             |
| Total                                                                                                                                       |  |                                                      | 16,940.00                                             |
| <b>AMOUNT IN WORDS:</b> SIXTEEN THOUSAND NINE HUNDRED FORTY PESOS.                                                                          |  |                                                      |                                                       |
| <b>NOTE:</b> 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 44, Book XI of the Executive Order No. 292. The incurrence of overdraw is prohibited. Parties responsible for the incurrence of overdraws shall be held personally liable thereon. 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:

**ARON DU VINO**  
Chief Administrative Officer  
Finance Division

APPROVED:

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

DepED



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