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

Office of the Schools Division Superintendent

July 21, 2026

OFFICE MEMORANDUM

No. 47, s. 2026

NOTICE AND UTILIZATION OF ALLOTMENT

To: Daisy A. Ancheta
Administrative Officer V

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

Sub-ARO No.	Purpose	Amount (PhP)
ROI-26-1288 Administration of Personnel Benefits (Current Appropriations)	Allotment to cover payment for the Terminal Leave Benefits (TLB) of Ms. Ronalyn Bano.	73,029.27
ROI-26-1326 Grant of Cash Allowance (Current Appropriations)	Allotment to cover payment for the additional cash allowance FY 2026.	125,000.00

2. Please prepare the corresponding Work and Financial Plan (WFP), Program Procurement Management Plan (PPMP), Payroll, 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.

Budget/mjps



[Signature]
VILMA D. EDA, CESO V + 972
Schools Division Superintendent



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: 100000100002000 Administration of Personnel Benefits		REFERENCE: FY 2026 GAAAO dated 1/5/2026	SUB-ALLOTMENT RELEASE ORDER NO: ROI-26-1288
FUND CODE: 1101101		LEGAL BASIS: FY 2026 GAA R.A. No. 12314	DATE: July 20, 2026
ORGANIZATION CODE: 0801014		FISCAL YEAR: FY 2026	
Purpose: Allotment to cover payment of Terminal Leave Benefits of Ms. Ronalyn S. Baño.			
TO: The Schools Division Superintendent Division of Vigan City Vigan City			
PARTICULARS		ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Terminal Leave Benefits		PS 5010403001	73,029.27
Total			73,029.27
AMOUNT IN WORDS: SEVENTY-THREE THOUSAND TWENTY NINE AND 27/100 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 T. VINO
Chief Administrative Officer
Finance Division

APPROVED:

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

DepEd



Address: Flores St., Catbangen, City of San Fernando, La Union
Telephone Nos.: (072) 607-8137/682-2324
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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: 310400100001000 Grant of Cash Allowance		REFERENCE: FY 2026 GAAAO dated 1/5/2026	SUB-ALLOTMENT RELEASE ORDER NO: ROI-26-1326
FUND CODE: 1101101		ORGANIZATION CODE: 801014	LEGAL BASIS: FY 2026 GAA R.A. No. 12314
Purpose: Allotment to cover funding requirements for Cash Allowance for FY 2026		DATE: July 20, 2026	
TO: The Schools Division Superintendent Division of Vigan City Vigan City		FISCAL YEAR: FY 2026	
PARTICULARS		ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Chalk Allowance		MOOE 5020311002	125,000.00
Total			125,000.00
AMOUNT IN WORDS: ONE HUNDRED TWENTY-FIVE THOUSAND 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:

ARNOLD I. VINO
Chief Administrative Officer
Finance Division

APPROVED:

ESTELA P. LEON-BAKNO, EdD, CESO III
Director IV, Regional Director

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