



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

Office of the Schools Division Superintendent

17 SEP 2026

September 16, 2026

OFFICE MEMORANDUM

No. 58, 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-26-1638 Administration of Personnel Benefits (Current Appropriations)	Allotment to cover payment for the FY 2026 Teaching Overload.	121,926.93

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.

VILMA D. EDA, CESO V
 Schools Division Superintendent
CM 9/16





Republic of the Philippines
Department of Education
Regional Office I

Finance Division
Budget Section

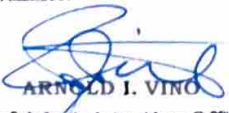
SUB-ALLOTMENT RELEASE ORDER

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: 100000100002000 Administration of Personnel Benefits		REFERENCE: FY 2026 GAAAO dated 1/5/2026	SUB-ALLOTMENT RELEASE ORDER NO: ROI-26-1638
		LEGAL BASIS: FY 2026 GAA R.A. No. 12314	DATE: September 15, 2026
FUND CODE: 1101101	ORGANIZATION CODE: 0801014		FISCAL YEAR: FY 2026
Purpose: Allotment to cover funding requirements for FY 2026 Teaching Overload.			
TO: The Schools Division Superintendent Division of Vigan City Vigan City			
PARTICULARS		ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Honoraria-Civilian		PS 5010210001	121,926.93
Total			121,926.93
AMOUNT IN WORDS: ONE HUNDRED TWENTY-ONE THOUSAND NINE HUNDRED TWENTY-SIX AND 93/100 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. In accordance to Section 41, Book VI of the Executive Order No. 272, the incurrance of overdraft is prohibited. Parties responsible for the incurrance 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 J. VINO
Chief Administrative Officer
Finance Division


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

8/15



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