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

24 SEP 2026

Office of the Schools Division Superintendent

September 23, 2026

OFFICE MEMORANDUM
No. 605, s. 2026

NOTICE AND UTILIZATION OF ALLOTMENT

To: Marie Christine L. Natividad
Chief Education Supervisor (CID)

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

Sub-ARO No.	Purpose	Amount (PhP)
ROI-26-1782 (Textbooks and other Instructional Materials - Continuing Appropriations)	Funds for the activities related to the Hauling and Delivery of Elementary Textbooks and Teacher's Manuals.	81,573.00

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.

SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY
24 SEP 2026
RELEASED

for **VILMA D. EDA, CESO V**
Schools Division Superintendent
9/23

OSDS/MJPS/mjps

SDS Copy

Republic of the Philippines
Department of Education
Regional Office I

Finance Division
Budget Section

SUB-ALLOTMENT RELEASE ORDER

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION:		REFERENCE:	SUB-ALLOTMENT RELEASE ORDER NO:
310200100004000 Textbooks and other Instructional Materials		OSEC-1-26-04397 dated 8/24/26 (CMI)	ROI-26-1782
		LEGAL BASIS:	DATE: September 22, 2026
FUND CODE: 1102101	ORGANIZATION CODE: 0801014	FY 2025 GAA| R.A. No. 12116	FISCAL YEAR: FY 2026

Purpose:

Transfer of funds to cover activities related to the Hauling and Delivery of Elementary Textbooks and Teacher's Manuals.

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

PARTICULARS	ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Subsidy to Operating Units	MOOE 5021408000	81,573.00
Total		81,573.00

AMOUNT IN WORDS: EIGHTY-ONE THOUSAND FIVE HUNDRED SEVENTY-THREE PESOS.

NOTE: The Allotment herein sub-alloted 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-alloted. 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 budgetting, accounting and auditing rules and regulations.

Certified Allotment Available:

ARNOLD I. VINO
Chief Administrative Officer
Finance Division

APPROVED:

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

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