



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

Office of the Schools Division Superintendent

October 27, 2026

OFFICE MEMORANDUM

No. 76, 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-26-2127 Learner Support Programs (Continuing Appropriations)	Transfer of funds to cover expenses in connection with the Implementation of School Mental Health Program Activities.	7,500.00

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 five (5) working days upon receipt of this memorandum.
3. For information and strict compliance.

VILMA D. EDA, CESO V
 Schools Division Superintendent
 10/27

OSDS/MJPS/mjps





Republic of the Philippines
Department of Education
Regional Office I

Finance Division
Budget Section

SUB-ALLOTMENT RELEASE ORDER

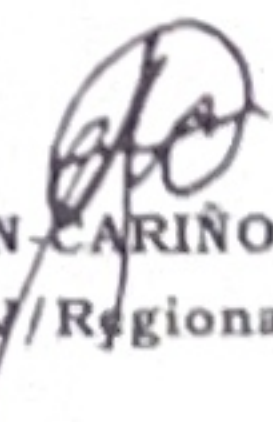
PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: 200000100006000 Learner Support Programs		REFERENCE: OSEC-1-26-03591 dated 6/23/25 (CMI)	SUB-ALLOTMENT RELEASE ORDER NO: ROI-26-2127
FUND CODE: 1102101	ORGANIZATION CODE: 0801014	LEGAL BASIS: FY 2025 GAA R.A. No. 12116	DATE: October 21, 2026 FISCAL YEAR: FY 2026
Purpose: Transfer of funds to cover expenses in connection with the Implementation of School Mental Health Program Activities.			
TO: The Schools Division Superintendent Division of Vigan City Vigan City			
PARTICULARS		ALLOTMENT/ OBJECT CLASS	AMOUNT AUTHORIZED
Subsidy to Operating Units		MOOE 5021408000	7,500.00
Total			7,500.00
AMOUNT IN WORDS: SEVEN THOUSAND FIVE HUNDRED 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:

APPROVED:


ARNOLD I. VINO
Chief Administrative Officer
Finance Division


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



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