



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

March 1, 2024

REGIONAL MEMORANDUM

No. **242** s. 2024

DOWNLOADING OF FUNDS FOR THE TRAVEL EXPENSES OF DIVISION PARTICIPANTS IN THE RTOT ON THE MATATAG CURRICULUM

To: Schools Division Superintendents
Regional Office Division Chiefs
Public Elementary and Secondary School Heads
All Others Concerned

1. This Office, through the Human Resource Development Division (HRDD) and Finance Division (FD), shall download funds for the travel expenses of the SDO participants in the Regional Training of Division Trainers and School Leaders (RTOT) on the MATATAG Curriculum.

2. A total amount of **Eight Hundred Sixty-Two Thousand Pesos (Php 862,000.00)** charged against RO HRTD Fund shall be downloaded based on the following breakdown amount:

	Schools Division Office	Travel Expenses for Downloading
1	Baybay City	60,000.00
2	Biliran	68,000.00
3	Borongan City	60,000.00
4	Calbayog City	60,000.00
5	Catbalogan City	60,000.00
6	Eastern Samar	72,000.00
7	Leyte	84,000.00
8	Maasin City	62,000.00
9	Northern Samar	78,000.00
10	Ormoc City	62,000.00
11	Samar	72,000.00
12	Southern Leyte	62,000.00
13	Tacloban City	62,000.00
		Php 862,000.00

3. In case the downloaded funds are insufficient, any excess amount shall be charged against HRTD/MOOE/Local Funds, subjects to the usual auditing and accounting rules and regulations.



4. Immediate dissemination of and compliance with this Memorandum are desired.

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EVELYN R. FETALVERO CESO IV
Regional Director *RV*

Enclosures: As stated

References: As stated

To be indicated in the Perpetual Index under the following subjects:

FUND MATATAG CURRICULUM TRAVEL EXPENSES

HRDD-NEAPR-MCP

