



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

November 28, 2024

**REGIONAL MEMORANDUM**  
CLMD-2024-1561

**DOWNLOADING OF ADDITIONAL TRAVEL REIMBURSEMENTS TO THE  
REMAINING PARTICIPANTS WHO ATTENDED THE DEVELOPMENT,  
VALIDATION, AND FINALIZATION OF LITERACY AND NUMERACY  
INTERVENTION MATERIALS FOR ENHANCING  
LEARNERS' FOUNDATIONAL SKILLS**

To: Schools Division Superintendents } Division of Catbalogan City  
                                                                                                      } Division of Leyte  
  
All Others Concerned

1. In reference to Regional Memorandum No. 1373 s. 2024, dated October 30, 2024, this Office, through the Curriculum and Learning Management Division (CLMD), requests the downloading of additional travel reimbursements for the remaining participants who attended a series of workshops on the **Development, Validation, and Finalization of Literacy and Numeracy Intervention Materials for Enhancing Learners' Foundational Skills, including the PHIL-IRI for Elementary and Junior High School** in October and November in Cebu City.

2. A total amount of **Twenty-One Thousand Pesos (Php 21,000.00)** which will be charged against **SARO NO. OSEC-8-24-5970** shall be downloaded to the Schools Division Offices of the following participants:

No.	Name	Division	Amount for Downloading
1	Aine M. Mercolita	Leyte	7,000.00
2	Gina P. Rosales	Catbalogan City	14,000.00
			<b>21,000.00</b>

3. In case the downloaded funds are insufficient, any excess amount shall be charged against the local funds of the participants, subject to the usual auditing and accounting rules and regulations.

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



*[Signature]*  
EVELYN R. FETALVERO, CESO III  
Regional Director  
*[Signature]*



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Enclosures: None

References: As stated

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

TRAVEL

FUNDS

WORKSHOP

CLMD-SSC



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

November 26, 2024

**REGIONAL MEMORANDUM**

CLMD-2024 1537

**ADDENDUM TO RM NO. 1373 DOWNLOADING OF FUNDS FOR THE TRAVEL EXPENSES OF PARTICIPANTS TO THE WORKSHOPS ON THE DEVELOPMENT, VALIDATION, AND FINALIZATION OF LITERACY AND NUMERACY INTERVENTION MATERIALS FOR ENHANCING LEARNERS' FOUNDATIONAL SKILLS**

To: Schools Division Superintendents } Division of Catbalogan City  
 } Division of Leyte  
 All Others Concerned

1. In reference to RM No. 1373 s. 2024, dated October 30, 2024, this Office, through the Curriculum and Learning Management Division (CLMD) request additional downloading of funds to cover expenses in connection with the attendance of the series of activities Workshops on the Development, Validation, and Finalization of Literacy and Numeracy Intervention Materials for Enhancing Learners' Foundational Skills, including the PHIL-IRI for Elementary and Junior High School in October and November from October to November 2024 in Cebu City.

2. A total amount of **Twenty-One Thousand Pesos (P21 ,000.00)** only per **SARO NO. OSEC-8-24-5970** shall be downloaded based on the following breakdown amount shown in the table below:

No.	Name	Division	Travel Expenses for downloading
1	Gina P. Rosales	Leyte	14,000.00
2	Aine M. Mercolita	Samar	7,000.00
		<b>TOTAL</b>	<b>21,000.00</b>

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

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



**EVELYN R. FETALVERO, CESO III**  
 Regional Director



Enclosures: None

References: RM No.1373 s. 2024

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

TRAVEL

FUNDS

WORKSHOP

CLMD-SSC