



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

March 17, 2025

REGIONAL MEMORANDUM

NO. 302 s.2025

**DOWNLOADING OF PROGRAM SUPPORT FUNDS (PSF) TO NATIONAL  
MARKET SCOPING OF SUPPLEMENTARY LEARNING  
RESOURCES PARTICIPANTS**

To: Schools Division Superintendents  
All Others Concerned

1. This Office, through the Curriculum and Learning Management Division (CLMD) – Learning Resources Management Section (LRMS), shall download program support funds to 13 divisions for the travel expenses incurred during the participation to the National Market Scoping of Supplementary Learning Resources.
2. A total of **Five Hundred Twenty-One Thousand Five Hundred Five Pesos and 60/100 (Php 521,505.60)** charged against **OSEC-8-24-2499** Funds shall be downloaded to the 13 Divisions based on the following breakdown:

No.	Division	No. of Pax	Total Amount
1	Baybay City	3	33,285.00
2	Biliran	3	33,285.00
3	Borongan City	3	33,285.00
4	Calbayog City	3	33,285.00
5	Catbalogan City	3	33,285.00
6	E. Samar	4	44,380.00
7	Leyte	4	44,380.00
8	Maasin city	4	44,380.00
9	N. Samar	4	44,380.00
10	Ormoc City	4	44,380.00
11	Samar	4	44,380.00
12	So. Leyte	4	44,380.00
13	Tacloban City	4	44,420.60
Total Amount			521,505.60

3. In case the downloaded funds are not sufficient, any excess amount shall be charged to Local/MOOE Funds, subject to the existing accounting and auditing rules and regulations.
4. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO III**

Regional Director

Enclosures: None  
References: None

SCOPING

SLRs

PSF

CLMD-LRMS-JBB



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Certificate No. PMP GMS  
24152 PMS