



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

May 16, 2025

REGIONAL MEMORANDUM

No. **559** s.2025

**DOWNLOADING OF FUNDS TO COVER EXPENSES IN CONNECTION WITH
THE VARIOUS ACTIVITIES FOR THE CONDUCT OF PHASE 2 OF THE
REVISED K-12 (MATATAG) CURRICULUM IMPLEMENTATION**

To: Schools Division Superintendents
All Others Concerned


1. Pursuant to DM-OUHROD-2025-1064, this Office, through the Human Resource Development Division – National Educators Academy of the Philippines – Region VIII (NEAP-RVIII), shall download the Human Resource Development (HRD) Fund amounting to **Forty-Eight Million, Two Hundred Ninety-Eight Thousand Pesos (P 48,298,000)** to the Schools Division Offices (SDOs) to cover the expenses in connection with the various activities for the conduct of the Phase 2 Implementation of the Revised K-12 (MATATAG) Curriculum.

2. The allocation per SDO is as follows:

SDO	Allocation
Baybay City	1,159,400.00
Biliran	1,954,580.00
Borongan City	853,300.00
Calbayog City	2,269,900.00
Catbalogan City	1,036,660.00
Eastern Samar	4,750,580.00
Leyte	14,284,100.00
Maasin City	993,060.00
Northern Samar	6,357,100.00
Ormoc City	1,775,620.00
Samar	7,062,700.00
Southern Leyte	3,643,100.00
Tacloban City	1,567,900.00
Total	47,708,000.00

3. The downloaded funds shall be used for the following expenses:
- Meals** at P600 per participant per day for 3 days
 - Training Materials** at P200 per participant
 - Travel Expenses** of the Training Faculty and Program Management Team

4. The downloaded funds shall be utilized to cover the expenses incurred in the implementation of the following activities:
 - a. Training of Core Training Faculty
 - b. Expansion of Training Faculty
 - c. Training of Teachers
5. An additional fund shall be downloaded to the SDOs for the participant assigned as a Resource Person for the Expansion of the Training Faculty, to cover their travel expenses at a rate of ₱10,000 per participant.
6. Attached are the summary of funds to be downloaded to the SDOs and the Sub-Allotment Release Order for this purpose.
7. In case the downloaded funds shall be insufficient, local funds of RO/SDO/school may be utilized, subject to the usual accounting and auditing rules and regulations.
8. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III
Regional Director

Enclosures: As stated

Reference: As stated

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

DOWNLOADING OF FUNDS
REVISED K-12 CURRICULUM

HRDD-NEAPR-CDPA



Enclosure No. 1 of Regional Memorandum No **559** s. 2025**SUMMARY OF FUNDS TO BE DOWNLOADED TO THE SDOs****1. Training of Core Training Faculty**

SDO	No of Participants	Travel Expenses	Allocation
Baybay City	4	10,000.00	40,000.00
Biliran	7	10,000.00	70,000.00
Borongan City	4	10,000.00	40,000.00
Calbayog City	4	10,000.00	40,000.00
Catbalogan City	4	10,000.00	40,000.00
Eastern Samar	9	10,000.00	90,000.00
Leyte	10	10,000.00	100,000.00
Maasin City	4	10,000.00	40,000.00
Northern Samar	9	10,000.00	90,000.00
Ormoc City	4	10,000.00	40,000.00
Samar	7	10,000.00	70,000.00
Southern Leyte	7	10,000.00	70,000.00
Tacloban City	4	10,000.00	40,000.00
Total	77		770,000.00

2. Expansion of Training Faculty

SDO	No of Participants	PMT	Travel Expenses	Allocation
Baybay City	27	3	10,000.00	300,000.00
Biliran	38	3	10,000.00	410,000.00
Borongan City	24	3	10,000.00	270,000.00
Calbayog City	53	3	10,000.00	560,000.00
Catbalogan City	27	3	10,000.00	300,000.00
Eastern Samar	94	3	10,000.00	970,000.00
Leyte	285	3	10,000.00	2,880,000.00
Maasin City	25	3	10,000.00	280,000.00
Northern Samar	121	3	10,000.00	1,240,000.00
Ormoc City	37	3	10,000.00	400,000.00
Samar	142	3	10,000.00	1,450,000.00
Southern Leyte	75	3	10,000.00	780,000.00
Tacloban City	34	3	10,000.00	370,000.00
Total	982	39		10,210,000.00

3. Training of TeachersFor the Participants

SDO	No of Participants	Meals (3 days)	Training Materials/ Supplies	Subtotal
Baybay City	363	600.00	200.00	726,000.00
Biliran	661	600.00	200.00	1,322,000.00
Borongan City	236	600.00	200.00	472,000.00
Calbayog City	738	600.00	200.00	1,476,000.00
Catbalogan City	307	600.00	200.00	614,000.00
Eastern Samar	1647	600.00	200.00	3,294,000.00
Leyte	5042	600.00	200.00	10,084,000.00
Maasin City	297	600.00	200.00	594,000.00
Northern Samar	2248	600.00	200.00	4,496,000.00
Ormoc City	596	600.00	200.00	1,192,000.00
Samar	2469	600.00	200.00	4,938,000.00
Southern Leyte	1244	600.00	200.00	2,488,000.00
Tacloban City	517	600.00	200.00	1,034,000.00
Total	16365			32,730,000.00

For the Resource Persons and Program Management Team

SDO	RP	PMT	Meals (3 days)	Subtotal
Baybay City	27	15	600.00	75,600.00
Biliran	38	26	600.00	115,200.00
Borongan City	24	10	600.00	61,200.00
Calbayog City	53	30	600.00	149,400.00
Catbalogan City	27	12	600.00	70,200.00
Eastern Samar	94	66	600.00	288,000.00
Leyte	285	200	600.00	873,000.00
Maasin City	25	12	600.00	66,600.00
Northern Samar	121	90	600.00	379,800.00
Ormoc City	37	24	600.00	109,800.00
Samar	142	100	600.00	435,600.00
Southern Leyte	75	50	600.00	225,000.00
Tacloban City	34	20	600.00	97,200.00
Total	982	655		2,946,600.00

Total Allocation for Meals, Training Materials and Travel Expenses

SDO	Participants	RPs & PMT	Travel Expenses	Allocation
Baybay City	726,000.00	75,600.00	17,800.00	819,400.00
Biliran	1,322,000.00	115,200.00	37,380.00	1,474,580.00
Borongan City	472,000.00	61,200.00	10,100.00	543,300.00
Calbayog City	1,476,000.00	149,400.00	44,500.00	1,669,900.00
Catbalogan City	614,000.00	70,200.00	12,460.00	696,660.00
Eastern Samar	3,294,000.00	288,000.00	108,580.00	3,690,580.00
Leyte	10,084,000.00	873,000.00	347,100.00	11,304,100.00
Maasin City	594,000.00	66,600.00	12,460.00	673,060.00
Northern Samar	4,496,000.00	379,800.00	151,300.00	5,027,100.00
Ormoc City	1,192,000.00	109,800.00	33,820.00	1,335,620.00
Samar	4,938,000.00	435,600.00	169,100.00	5,542,700.00
Southern Leyte	2,488,000.00	225,000.00	80,100.00	2,793,100.00
Tacloban City	1,034,000.00	97,200.00	26,700.00	1,157,900.00
Total	32,730,000.00	2,946,600.00	1,051,400.00	36,728,000.00



Republic of the Philippines
DEPARTMENT OF EDUCATION

Central Office

SUB-ALLOTMENT RELEASE ORDER

Fiscal Year 2025


PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA371 310500100001000 - Continuing Appropriations Human resource development for personnel in schools and learning centers		REFERENCE: FY 2024 GAAAO dated 01/02/2024	SUB-ALLOTMENT RELEASE ORDER NO. OSEC-8-25-02694
FUND CODE: 01102101		LEGAL BASIS: FY 2024 GAA R.A. No. 11975 (Continuing Appropriations)	DATE: 08-May-25
ORGANIZATION CODE: 070010100000		FISCAL YEAR: FY 2025	
PURPOSE: To cover expenses in connection with the various activity for the conduct of Revised K to 12 Curriculum Implementation (Phase 2).			
To: The Regional Director Regional Office - VIII Candahug, Palo, Leyte 070010300008			Region : 8
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Training Expenses		MOOE 5020201002	48,478,000.00
AMOUNT IN WORDS: *** Forty Eight Million Four Hundred Seventy Eight Thousand Pesos Only ***			Total: <u>48,478,000.00</u>
NOTE: The MOOE or CO allotment herein sub-allotted are valid for obligation until December 31, 2025.			

The above sub-allotments have been made available for expenditures of the Region/ 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 Executive Order No. 292, the incurrence of overdrafts is prohibited. Parties responsible for the incurrence of overdrafts shall be held personally liable therefor. 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.

Certification of Availability of Allotment:


CHOLITA F. TIONG
Chief Administrative Officer
Budget Division

Approval for Transfer/Downloading of Funds:


ATTY. EDSON BYRON K. SY
Assistant Secretary for Finance
OIC, Office of the Undersecretary for Finance