June 3, 2025

REGIONAL MEMORANDUM
CLMD-2025 __6 2 0__

DOWNLOADING OF FUNDS REALTIVE TO THE WORKSHOPS FOR MULTIGRADE TEACHERS ON THE USE OF THE LEARNING PASSPORT AND SCHOOL-IN-A-BAG (SIAB)

To: Schools Division Superintendents   } Division of Calbayog City
                                                } Division of Leyte
                                                } Division of Southern Leyte
        Public Elementary and Secondary School Heads
        All Others Concerned

1.   In reference to Regional Memorandum No.553 s. 2025, this Office, through the Curriculum and Learning Management Division (CLMD), shall download funds for the travel reimbursement of the teacher-participants who attended to the Orientation Workshop on the Use of the Learning Passport and School-In-A-Bag (SIAB) on June 2-6, 2025, at Home Crest Hotel, Davao City to the concerned divisions given below.

2.   A total amount of Five **Hundred Twenty-Five Thousand Pesos only (P525,000.00)** which will be charged against **OSEC-8-25-02622** shall be downloaded to Schools Division office participants.

Division	Number of Participants	Fund Allocation
Calbayog City	1 pax	20,000.00
Leyte	1 pax	20,000.00
Southern Leyte	97 Pax	485,000.00
TOTAL	**99 pax**	**525,000.00**

3.   In case the downloaded funds are insufficient, any excess amount shall be charged against **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.

DEPARTMENT OF EDUCATION
RECORDS SECTION, REGIONAL OFFICE NO. VIII

RELEASED
6 2 0
By: _____ Date: 6/4/25

EVELYN R. FETALVERO, CESO III
Regional Director

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Enclosure: None
Reference: RM 533 s. 2025/ Letter from UNICEF
To be indicated in the <u>Perpetual Index</u> under the following subjects:

EDUCATION	MULTIGRADE	PROGRAM

CLMD-ACA

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