

1325



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

October 13, 2025

REGIONAL MEMORANDUMCLMD-2024-1325

**DOWNLOADING OF TRAVEL FUNDS FOR THE PARTICIPANTS IN THE
 WORKSHOPS ON THE DEVELOPMENT, VALIDATION, AND
 FINALIZATION OF LAC RESOURCE PACKAGES
 IN FACILITATING LEARNERS WITH DISABILITIES**

To: Schools Division Superintendents } Division of Calbayog City
 } Division of Leyte
 } Division of Maasin City
 } Division of Northern Samar
 } Division of Ormoc City
 } Division of Samar
 } Division of Southern Leyte
 } Division of Tacloban City

All Others Concerned

1. This Office, through the Curriculum and Learning Management Division (CLMD) and Finance Division, shall download funds to the schools division offices of regional participants in the **Workshops on the Development, Validation, and Finalization of Learning Action Cell (LAC) Resource Packages in Facilitating Learners with Disabilities** at the DepEd NEAP-Region XII, General Santos City per DM-OULS-2025-043, dated August 6, 2025.
2. A sum of **Two Hundred Ninety-Eight Thousand Nine Hundred Ninety Pesos (Php 298,990.00)** shall be downloaded to the concerned SDOs based on the following allocation:

NAME OF PARTICIPANT	DIVISION	ACTIVITY PHASE	FUND SOURCE	AMOUNT
Crisanto Pacho	Calbayog City	Validation	OSEC-8-25-00655	24,590.00
Jennelyn Mercado	Leyte	Finalization		24,590.00
Eden O. Maamo	Maasin City	Finalization		24,590.00
Dionesia A. Mercader	Northern Samar	Validation		24,590.00
Rhoda V. Dinoy	Ormoc City	Validation		24,590.00
Areshdel A. Villalon	Ormoc City	Finalization		24,590.00
Nancy Abarracoso	Samar	Validation		24,590.00

Charity M. Nogra	Southern Leyte	Finalization		24,590.00
Gina G. Acuzar		Finalization		24,590.00
Miguel Jr. V. Dumas	Tacloban City	Validation		24,590.00
Alith R. Gomez		Development	OSEC-8-24-6001	28,500.00
		Finalization	OSEC-8-25-00655	24,590.00
TOTAL				298,990.00

3. In case the original participants are unable to join the activity, the substitute participants from the same division are eligible to claim the same amount for travel reimbursement.
4. Immediate dissemination of and compliance with this Memorandum are desired.



RONEL AL K. FIRMO, CESO IV
 Assistant Regional Director
 Officer-In-Charge
 Office of the Regional Director

Enclosures: As stated
 Reference: As stated

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

ACTIVITIES
 DOWNLOADING OF FUNDS
 REIMBURSEMENT
 SPECIAL NEEDS EDUCATION

CLMD-DME



Republic of the Philippines
DEPARTMENT OF EDUCATION

Central Office

SUB-ALLOTMENT RELEASE ORDER

Fiscal Year 2025

Adm copy
for
9/25/2025
10:28am

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA343 310300100005000 - Continuing Appropriations Special Needs Education Program		REFERENCE: FY 2024 GAAAO dated 01/02/2024	SUB-ALLOTMENT RELEASE ORDER NO. OSEC-8-25-00655
FUND CODE: 01102101		LEGAL BASIS: FY 2024 GAA R.A. No. 11975 (Continuing Appropriations)	DATE: 14-Mar-25
ORGANIZATION CODE: 070010100000		FISCAL YEAR: FY 2025	
PURPOSE: To cover expenses in connection with the conduct of various Special Needs Education Program related activities.			
To: The Regional Director Regional Office - VIII Candahug, Palo, Leyte 070010300008			Region : 8
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Training Expenses		MOOE 5020201002	295,080.00
AMOUNT IN WORDS: *** Two Hundred Ninety Five Thousand Eighty Pesos Only ***			Total: 295,080.00
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:

MARIA-BELEN D. DEMONTEVERDI
Supervising Administrative Officer
OIC, Finance Service-Budget Division

Approval for Transfer/Downloading of Funds:

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



Republic of the Philippines
DEPARTMENT OF EDUCATION

Central Office

SUB-ALLOTMENT RELEASE ORDER

Fiscal Year 2024

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA342 310300100005000 - Current Appropriations Special Needs Education Program		REFERENCE: FY 2024 GAAAO dated 25/12/2023	SUB-ALLOTMENT RELEASE ORDER NO. OSEC-8-24-6001
		LEGAL BASIS: Republic Act No. 11975 - FY 2024 GAA	DATE: 17-Sep-24
FUND CODE: 01101101	ORGANIZATION CODE: 070010100000	FISCAL YEAR: FY 2024	
PURPOSE: <i>To cover expenses in connection with the conduct of Workshop on the Development, Validation and Finalization of Training Resource Packages for Collaborative Expertise Session in Facilitating Learners with Disabilities.</i>			
To: The Regional Director Regional Office - VIII Candahug, Palo, Leyte 070010300008			Region : 8
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Training Expenses		MOOE 5020201002	171,000.00
AMOUNT IN WORDS: *** One Hundred Seventy One Thousand Pesos Only ***			Total: <u>171,000.00</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.

CERTIFIED CORRECT:

CHOLITA F. TIONG
Chief Administrative Officer
Budget Division

APPROVED:

ANNALYN M. SEVILLA
Undersecretary for Finance