



CLMD-2025- 1677

5. For inquiries, please direct your concerns to **Dr. Alfredo P. Cafe, EPS, CLMD**, through the email addresses provided above.

6. 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: Breakdown of Fund Downloading per Recipient Office
References: As stated
To be indicated in the Perpetual Index under the following subjects:
ALS FUNDS PPAs

CLMD-GEC-APC



Enclosure No. 1 to RM _____, s. 2025 dated December 11, 2025.



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Breakdown of Fund Downloading per Recipient Office

Recipient Offices		Amount	Purpose
1	Northern Samar Division	120,000.00	Downloading of funds for the reimbursement of travel expenses in participation to the 2025 National Literacy Conference on December 1-3, 2025 at the Great Eastern Hotel, Quezon Avenue, Quezon City; NTOT for Limited Scale-Up on the Implementation of Functional Education and Literacy Program (FELP) - Financial Education Course on December 9-11, 2025 at the BTC, Baguio City; and other authorized Division-level travels
2	Samar Division	370,000.00	
3	Southern Leyte Division	200,000.00	
Total Amount of Funds for Downloading to SDOs re: Participation to National/BAE - Led/RO Activities/ Division-level travels		690,000.00	Source: Downloaded 2025 Current ALS Funds, (OSEC-8-25-05322) 11,500,000.00