



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

January 6, 2026

**REGIONAL MEMORANDUM**

CLMD-2026- 25

**DOWNLOADING OF FUNDS TO SUPPORT THE CONDUCT OF THE  
FIRST PLANNING MEETING FOR THE 2026 NATIONAL  
SCHOOLS PRESS CONFERENCE**

To: Schools Division Superintendent } Division of Ormoc City  
Division Campus Journalism Supervisors  
All Others Concerned

1. To ensure systematic and efficient planning for the 2026 National Schools Press Conference (NSPC), this Office, through the Curriculum and Learning Management Division (CLMD) and Finance Division, shall download **Ninety Thousand Pesos (Php 90,000.00)** to the Division of Ormoc City.
2. The amount shall be taken from SARO No. OSEC-8-25-06020 dated December 22, 2025 to support the conduct of the first planning meeting with the NSPC National Technical Working Group on January 28-29, 2026 in Ormoc City.
3. In view of this, the host division is requested to expedite the process of procurement to realize the objectives of the activity.
4. Immediate compliance with this Memorandum is desired.

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

Enclosures: None  
Reference: As stated

To be indicated in the Perpetual Index under the following subjects: 3y

CAMPUS JOURNALISM  
DOWNLOADING OF FUNDS  
NSPC  
PLANNING MEETING

CLMD-DME





Republic of the Philippines  
DEPARTMENT OF EDUCATION

Central Office

SUB-ALLOTMENT RELEASE ORDER

Fiscal Year 2025

<b>PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION:</b> PPA322 310100100005000 - Current Appropriations Development and Promotion of Campus Journalism		<b>REFERENCE:</b> FY 2025 GAAAO dated 01/01/2025	<b>SUB-ALLOTMENT RELEASE ORDER NO.</b> OSEC-8-25-06020
<b>FUND CODE:</b> 01101101		<b>LEGAL BASIS:</b> FY 2025 GAA   R.A. No. 12116 (Current Appropriations)	<b>DATE:</b> 22-Dec-25
<b>ORGANIZATION CODE:</b> 070010100000		<b>FISCAL YEAR:</b> FY 2025	
<b>PURPOSE:</b> To cover expenses related to the conduct of the First Planning Meeting for the 2026 National Schools Press Conference.			
<b>To: The Regional Director</b> Regional Office - VIII Candahug, Palo, Leyte 070010300008			<b>Region :</b> 8
<b>PARTICULARS</b>		<b>ALLOTMENT CLASS/ ACCOUNT CODE</b>	<b>AMOUNT AUTHORIZED</b>
Training Expenses		MOOE 5020201002	90,000.00
<b>AMOUNT IN WORDS:</b> *** Ninety Thousand Pesos Only ***			<b>Total:</b> 90,000.00
<b>NOTE:</b> The MOOE or CO allotment herein sub-allotted are valid for obligation until December 31, 2026.			

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