



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.

RONELO AL 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:

CAMPUS JOURNALISM
DOWNLOADING OF FUNDS
NSPC
PLANNING MEETING

CLMD-DME



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Republic of the Philippines
DEPARTMENT OF EDUCATION
Central Office

SUB-ALLOTMENT RELEASE ORDER

Fiscal Year 2025

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION:		REFERENCE:	SUB-ALLOTMENT RELEASE ORDER NO.
PPA322 310100100005000 - Current Appropriations Development and Promotion of Campus Journalism		FY 2025 GAAAO dated 01/01/2025	OSEC-8-25-06020
		LEGAL BASIS:	DATE:
		FY 2025 GAA R.A. No. 12116 (Current Appropriations)	22-Dec-25
FUND CODE:	ORGANIZATION CODE:		FISCAL YEAR:
01101101	070010100000		FY 2025
PURPOSE: <i>To cover expenses related to the conduct of the First Planning Meeting for the 2026 National Schools Press Conference.</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	90,000.00
AMOUNT IN WORDS: *** <i>Ninety Thousand Pesos Only</i> ***			Total: <u>90,000.00</u>
NOTE: 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:

17/20/2025
CHOLITA E. TONG
Chief Administrative Officer
Budget Division
H 18

Approval for Transfer/Downloading of Funds:

23 DEC 2025
ATTY. EDSON BYRON K. SY
Assistant Secretary for Finance
OIC, Office of the Undersecretary for Finance