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

November 16, 2026

REGIONAL MEMORANDUM
No. 1529 s. 2026

DOWNLOADING OF TRAVEL REIMBURSEMENTS FOR THE PARTICIPANTS IN THE CAPACITY BUILDING ON BRAILLE LITERACY AND INSTRUCTIONAL ACCESS FOR LEARNERS WITH VISUAL IMPAIRMENTS

To: Schools Division Superintendents
All Others Concerned

1. Relative to the conduct of the **Capacity Building on Braille Literacy and Instructional Access for Learners with Visual Impairments** on **September 26-27, 2026** at the **DepEd Ecotech Center, Cebu City**, this Office informs the concerned Schools Division Offices (SDOs) of the downloading of funds intended for the reimbursement of travel expenses of official participants.

2. In this regard, a total amount of **One Hundred Fifty Thousand Pesos (Php 150,000.00)**, chargeable against **OSEC-8-26-05592** dated October 10, 2026, shall be downloaded to the 13 Schools Division Offices based on following allocation:

DIVISION	NUMBER OF PARTICIPANTS	AMOUNT FOR DOWNLOADING
Baybay City	1	10,000.00
Biliran	1	10,000.00
Borongan City	1	10,000.00
Calbayog City	1	10,000.00
Catbalogan City	1	10,000.00
Eastern Samar	1	10,000.00
Leyte	1	10,000.00
Maasin City	1	10,000.00
Northern Samar	2	20,000.00
Ormoc City	1	10,000.00
Samar	2	20,000.00
Southern Leyte	1	10,000.00
Tacloban City	1	10,000.00
13 SDOs	**15**	**150,000.00**

3. Each SDO shall facilitate the payment and liquidation of expenses in accordance with existing DepEd and COA rules and regulations.

4. In the event that the downloaded amount is insufficient to cover the said travel expenses, the participants may charge the same to their respective local funds such

as the division/school SNED fund or MOOE, subject to the existing and applicable accounting and auditing rules and regulations.

5. Immediate compliance with this Memorandum is desired.

SALUSTIANO T. JIMENEZ JD, EdD, CESO III
Regional Director

DEPARTMENT OF EDUC
RECORDS SECTION REGION VIII
1529
By: 11.19.26

Enclosures: OSEC-8-26-05592
Reference: As stated

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

DOWNLOADING OF FUNDS REIMBURSEMENT WORKSHOP

CLMD-DME

Department of Education Regional Office No. VIII
FINANCE DIVISION
RECEIVED
By:
Date: 10/14/2026 3:10PM
Signature:

Republic of the Philippines
DEPARTMENT OF EDUCATION
Central Office

SUB-ALLOTMENT RELEASE ORDER

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION:	REFERENCE:	SUB-ALLOTMENT RELEASE ORDER NO.
PPA343 310300100005000 - Continuing Appropriations Special Needs Education Program	FY 2025 GAAAO dated 01/02/2025	OSEC-S-26-05592
	LEGAL BASIS: FY 2025 General Appropriations Act [Republic Act (R.A.) No. 12116	DATE: 10-Oct-26
FUND CODE: 01102101 / ORGANIZATION CODE: 070010100000		FISCAL YEAR: FY 2026

PURPOSE:

Transfer of funds to cover expenses for the conduct of Capacity Building on Braille Literacy and Instructional Access for Learners with Visual Impairments.

To: The Regional Director
Regional Office - VIII
Candahug, Palo, Leyte
070010300008

Region : 8

PARTICULARS	ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Training Expenses	MOOE 5020261002	150,000.00
AMOUNT IN WORDS: **** One Hundred Fifty Thousand Pesos Only ****	Total:	150,000.00

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-alloted. 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:

10/17/26
CHOLITA E. HONG
Chief Administrative Officer
Budget Division

Approval for Transfer/Downloading of Funds:

13 OCT 2026
ATTY. EDSON BARON K. SY
Undersecretary
Office of the Undersecretary for Finance

Issued By: Central Office
Source: Budget Monitoring System

PPA343
Sub-ARO No. OSEC-S-26-05592