



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

February 1, 2024

**REGIONAL MEMORANDUM**

No. **114** 2024

**DOWNLOADING OF TRAVEL REIMBURSEMENTS TO THE PARTICIPANTS WHO  
 ATTENDED THE CAPACITY BUILDING OF TRAINERS ON UPSKILLING  
 OF ENGLISH TEACHERS IN LANGUAGE INSTRUCTION  
 (VISMIN CLUSTER)**

To: Schools Division Superintendents } Division of Baybay City  
 } Division of Biliran  
 } Division of Calbayog City  
 } Division of Catbalogan City  
 } Division of Leyte  
 } Division of Maasin City  
 } Division of Northern Samar  
 } Division of Ormoc City  
 } Division of Samar  
 } Division of Tacloban City

All Others Concerned

1. In compliance with the DepEd Advisory from the Office of the Bureau of Learning Delivery dated December 11, 2023 which rescheduled the conduct of **the Capacity Building of Trainers on Upskilling English Teachers in Language Instruction for the Visayas and Mindanao Cluster** on January 9-12, 2024 in Iloilo City, this Office, through the Curriculum and Learning Management Division and Finance Division, shall download travel reimbursements to the participants who attended the activity.

2. Due to the insufficiency of the remaining funds under SUB-ARO No. OSEC-8-23-5562 which had been allotted for the activity, other claims for reimbursement for this travel that cannot be covered shall be charged against the participants' respective division/school local funds, subject to the existing accounting rules and regulations.

3. A total amount of **One Hundred Twenty-Nine Thousand One Hundred Eighty-Two Pesos and Sixty-Eight Centavos** (Php 129,182.68) shall be downloaded to the identified Schools Division Offices (SDOs) based on the following details:

NAME OF PARTICIPANT	DIVISION	AMOUNT
Estela Suarez	Baybay City	11,743.88
Liezl Avila	Biliran	11,743.88
Erwin Purcia	Calbayog City	11,743.88
Paulina Gabon	Catbalogan City	11,743.88
Maria Celeste Vincoy	Leyte	23,487.76



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Rex Briones		
Petronio Ordavisa Jr.	Maasin City	11,743.88
Felix Ladenio	Northern Samar	11,743.88
Van Gaspang	Ormoc City	11,743.88
Rustum Geonzon	Samar	11,743.88
Annie Pagatpat	Tacloban City	11,743.88
<b>TOTAL</b>		<b>129,182.68</b>

4. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO CESO IV**  
 Regional Director

Enclosures: None

References: As stated

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

FUNDS                  LANGUAGE                  TEACHERS                  TRAINING PROGRAM

CLMD-DME





Republic of the Philippines  
DEPARTMENT OF EDUCATION

Central Office

**SUB-ALLOTMENT RELEASE ORDER**

Fiscal Year 2023

Adm copy  
acc  
10/11/23  
F. Tiong

<b>PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION:</b> PPA302 310100100003000 - Current Appropriations Basic Education Curriculum		<b>REFERENCE:</b> BMB-F-23-0018510 dated 6/16/2023	<b>SUB-ALLOTMENT RELEASE ORDER NO.</b> OSEC-8-23-5562
		<b>LEGAL BASIS:</b> Republic Act No. 11936 - FY 2023 GAA	<b>DATE:</b> 23-Sep-23
<b>FUND CODE:</b> 01101101	<b>ORGANIZATION CODE:</b> 070010100000		<b>FISCAL YEAR:</b> FY 2023
<b>PURPOSE:</b> <i>To cover expenses in connection with the conduct of the various activities under Advancing Competence for Effective Teaching (ACE Teaching).</i>			
<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	616,160.00
<b>AMOUNT IN WORDS: *** Six Hundred Sixteen Thousand One Hundred Sixty Pesos Only ***</b>			<b>Total: 616,160.00</b>
<b>NOTE:</b> The MOOE and CO allotment herein sub-allotted is valid for obligation until December 31, 2024.			

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:**

**MICHAEL WESLEY T. TOA**  
Undersecretary and Chief of Staff  
OIC, Office of the Undersecretary for Finance