



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

April 2, 2024

REGIONAL MEMORANDUM

No. **389** s. 2024


**DOWNLOADING OF FUNDS FOR THE TRAVEL EXPENSES RELATIVE TO
 THE PARTICIPATION IN THE QUALITY ASSURANCE OF
 DEPED-DEVELOPED LEARNING RESOURCES**

To: Schools Division Superintendents } Calbayog City Division
 } Maasin City Division
 } Tacloban City Division
 All Others Concerned

1. The Curriculum and Learning Management Division (CLMD) – Learning Resources Management Section (LRMS), shall download funds for the travel expenses of the participants to the identified Schools Division Offices (SDOs).
2. A total amount of **Thirty-Four Thousand Five Hundred Sixty Pesos (P34,560.00)** charged against **SARO No. OSEC-8-24-0542** shall be downloaded based on the following breakdown:

No	Division - Name	Amount	Venue & Date
1	Calbayog City - Lourdes L. Matan	11,520.00	Apo View Hotel, Davao City, February 12-16, 2024
2	Maasin City - Earl Bennette A. Roz	11,520.00	
3	Tacloban City - Miguel V. Dumas Jr.	11,520.00	
Total		34,560.00	

3. In case the downloaded funds are not sufficient, any excess amount shall be charged to **Local Funds**, subject to the usual auditing and accounting rules and regulations.
4. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
 Regional Director



Enclosure: As stated
 Reference: As stated
 To be indicated in the Perpetual Index under the following subjects:

LEARNING RESOURCES QUALITY ASSURANCE

CLMD-LRMS-JBB



Address: Government Center, Candahug, Palo, Leyte
 Telephone No.: (053) 832-5738
 Email Address: region8@deped.gov.ph
 Website: region8.deped.gov.ph