



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

December 3, 2024

**REGIONAL MEMORANDUM**  
 CLMD-2024 1546

**DOWNLOADING OF REIMBURSEMENT FOR THE TRAVELING EXPENSES OF  
 THE PARTICIPANTS IN THE WORKSHOP ON THE ENHANCEMENT OF  
 MATATAG KINDERGARTEN LESSON EXEMPLARS AND  
 LEARNING ACTIVITY SHEETS**

To: Schools Division Superintendents } Division of Samar  
 All Others Concerned

1. In reference to Regional Memorandum No. 1143 s. 2024, this Office, through the Curriculum and Learning Management Division (CLMD), requests the downloading of travel reimbursement to Dr. Rustom Geonzon, Education Program Supervisor, Division of Samar who attended the **Workshop on the Enhancement MATATAG Kindergarten Lesson Exemplars and Learning Activity Sheets** on November 11-15, 2024 at the Waterworld Resort in Cebu City.
2. A total amount of **Five Thousand Pesos (Php 5,000.00)** which will be charged to, **ATC-2024-CO-00500 (OSEC-8-24-5608)** shall be downloaded to the Schools Division Office of the participant.
3. In case the downloaded fund is insufficient, any excess amount shall be charged against the local funds of the participant, 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 III**  
 Regional Director *dl*

Enclosures: None  
 References: As stated  
 To be indicated in the Perpetual Index under the following subjects:  
 TRAVEL FUNDS WORKSHOP

CLMD-ACA

