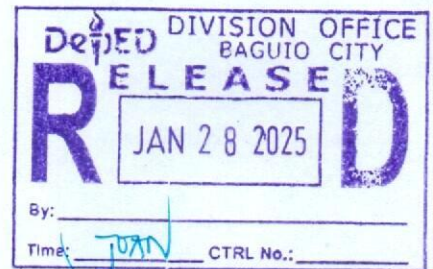




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



January 27, 2025

DIVISION MEMORANDUM

No. **077-2025**

**DOWNLOADING OF FUNDS FOR THE PRINTING OF PHILIPPINE INFORMAL
READING INVENTORY ASSESSMENT TOOL FOR KEY STAGES 2 AND 3**

To: Chief Education Supervisor-CID
English and Filipino EPSs
Public School District Supervisors
Public Elementary and Secondary School Heads/Principals
All Others Concerned

1. Relative to the Regional Memorandum No. 16 S. 2025 titled: Downloading of PSF for the Printing of Phil IRI Assessment Tool for Key Stages 2 and 3, this is to inform the field on the downloading of said funds to both Elementary and Secondary schools.
2. Attached are the enclosures (WFP, list and amount) for your reference. Please be guided accordingly.
3. Kindly prepare and submit APP, PPMP and SOB, with 2 copies of PPMP to the Accounting Unit through the school bookkeepers and 1 copy of APP and PPMP to the Supply unit until January 31, 2025.
4. Fund utilization and liquidation must strictly adhere to existing budgeting, accounting, auditing and disbursing rules and regulations.
5. Immediate and wide dissemination of this Memorandum to all concerned is desired.

SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent

**PSF for the Printing of Philippine Informal Reading
English and Fil**

No.	Elementary Schools	Amount
1	136380 - Adiwang Elementary School	5,016.00
2	136381 - Aguinaldo ES	8,360.00
3	136392 - Alfonso Tabora ES	5,016.00
4	136403 - Apolinario Mabini ES	17,556.00
5	136382 - Baguio Central School	28,424.00
6	221502 - Baguio Country Club Village ES	5,016.00
7	136405 - Bakakeng ES	8,360.00
8	136393 - Bonifacio ES	9,196.00
9	221504 - Brookspoint ES	5,016.00
10	136406 - Camp 7 ES	5,852.00
11	502853 - Crystal Cave Integrated School	5,852.00
12	136383 - Dominican-Mirador ES	5,852.00
13	136399 - Don Mariano Marcos ES	5,016.00
14	136400 - Doña Aurora ES	10,032.00
15	136408 - Doña Aurora H. Bueno ES	5,852.00
16	136401 - Doña Nicasia Puyat ES	5,434.00
17	136384 - Dontogan ES	9,196.00
18	136388 - Elpidio Quirino ES	14,630.00
19	221506 - Fairview ES	5,016.00
20	136409 - Fort del Pilar ES	14,630.00
21	136402 - Gibraltar ES	5,852.00
22	136410 - Happy Hollow ES	5,016.00
23	221507 - Holy Ghost Extension ES	5,016.00
24	221505 - Irisan ES	5,852.00
25	136411 - Jose Laurel ES	5,434.00
26	136385 - Josefa Cariño ES	12,122.00
27	221501 - Kias ES	8,360.00
28	136412 - Lindawan ES	5,016.00
29	136413 - Loakan ES	14,630.00
30	136394 - Lucban ES	23,408.00
31	136395 - Magsaysay ES	5,852.00
32	136415 - Manuel Roxas ES	9,196.00
33	136414 - Manuel Quezon ES	8,360.00
34	136386 - Pacday Quinio ES	9,196.00
35	136396 - Pinget ES	8,360.00
36	136397 - Pinsao ES	8,360.00
37	136387 - Quezon Hill ES	14,630.00
38	136398 - Quirino Hill ES	5,852.00
39	Rizal Elementary School Extension-Liteng	5,016.00
40	136404 - Rizal ES	14,630.00
41	136389 - San Carlos Heights ES	8,360.00
42	136390 - San Luis ES	5,852.00
43	136416 - San Vicente ES	9,196.00
44	136417 - SPED Center (FL)	5,852.00
45	221503 - Springhills ES	5,852.00
46	136391 - Sto. Tomas ES	5,852.00
	Total	400,444.00

**ig Inventory Assessment Tool for Key Stages 2 and 3
ipino (Grades 4-10)**

No.	Junior/Senior High Schools	Amount
1	305269 - Baguio City High School	44,228.00
2	340055 - Baguio City National Science High School	12,540.00
3	305271 - Bakakeng National High School	7,524.00
4	502853 - Crystal Cave Integrated School	5,016.00
5	319302 - Dominican-Mirador NHS	6,270.00
6	305270 - Doña Aurora NHS	11,704.00
7	305272 - Fort del Pilar NHS	15,466.00
8	305282 - Guisad Valley NHS	23,826.00
9	305273 - Happy Hollow NHS	5,016.00
10	319304 - Hillside NHS	5,016.00
11	305280 - Irisan NHS	27,170.00
12	305284 - Joaquin Smith NHS	12,958.00
13	305274 - Lindawan NHS	5,016.00
14	305283 - Magsaysay NHS	15,884.00
15	305275 - Mil-an NHS	20,900.00
16	305281 - PCNHS	32,186.00
17	305286 - Pinget NHS	9,614.00
18	305285 - Pinsao NHS	7,524.00
19	305287 - Quezon Hill NHS	16,720.00
20	305276 - Rizal NHS	17,974.00
21	305277 - Roxas NHS	9,196.00
22	305278 - San Vicente NHS	11,704.00
23	305279 - Sto. Tomas NHS	10,450.00
	Total	333,902.00


*Sample Computation:	
Sub ARO given	734,346.00
46 Elementary Schools	400,444.00
23 High Schools	333,902.00
Phil IRI Manual	Php 600.00/set
No. of pages	720
Size and Substance	A4, 80 GSM
Printing	Powder, Back to back
Binding	Soft, Cartolina Cover

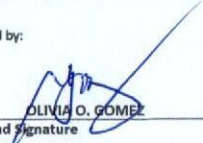
Department of Education


Office Code : 16007
 Office Name : Curriculum Implementation Division (Baguio City Division)
 Fiscal Year : 2025

FY 2025 EXPENDITURE FORM

PAP	KRA	Specific Program	Output	Output Priority Rank	Output Milestone	Activities
310100100003000 - PSF for the Printing of Philippine Informal Reading Inventory (Phil IRI) Assessment Tool for Key Stages 2 and 3						
		Phil IRI Assessment				
			Downloading of PSF Fund to Schools	1		
					Milestone 1/NA	
						Downloading of PSF Fund to 69 schools for the Printing of Philippine Informal Reading Inventory (Phil IRI) Assessment Tool for Key Stages 2 and 3
TOTAL						


Prepared by:

 JULIE C. SANNAD, EdD
 Name and Signature
 CES, CID
 Designation
 Date : 1/21/2025

Reviewed by:

 OLIVIA O. GOMEZ
 Name and Signature
 Planning Officer III
 Designation
 Date :


 BELEN R. TOMIM
 Name and Signature
 Budget Officer III
 Designation
 Date :

Performance Indicator	Expense Class (PS /MOOE/ CO)	Expense Object DBM Grouping	GAA by Object	Expense Item
No. of schools downloaded				
	MOOE			

Recommending Approval:



 Name and Signature

 OIC-Assistant Schools Division Superintendent
 Designation
 Date :

Approved by:



 Name and Signature

 Schools Division Superintendent
 Designation
 Date :

COSTING				Location for TEV	PPMP (Y/N)	APP- Supplies (Y/N)	APP-Airline Ticket (Y/N)	Manner of Release (Downloading, Cash Advance, Direct Payment)
Quantity	Unit Cost	Frequency	Total Amount					
			734,346.00					
		1	734,346.00		N	N	N	
			734,346.00					

FY 2025 Physical Target				FY 2025 FINANCIAL OBLIGATION PROGRAM				FY 2025 FINANCIAL DISBURSEMENT PROGRAM			
Total Physical Target	Q1			Total Obligation	Q1			Total Disbursement	Q1		
	Jan.	Feb.	Mar.		Jan.	Feb.	Mar.		Jan.	Feb.	Mar.
1		1									
0											
0				734,346.00	0.00	734,346.00	0.00	734,346.00	0.00	743,346.00	0.00
				734,346.00				734,346.00			
				734,346.00				734,346.00			


SUB-ALLOTMENT RELEASE ORDER

Fiscal Year 2025

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: 310100100003000 Continuing Appropriations Basic Education Curriculum		REFERENCE: OSEC-CAR-24-7692	SUB-ALLOTMENT RELEASE ORDER NO.: RO-CAR-25-0011
		LEGAL BASIS: Republic Act No. 11975- FY 2024 GAA	
FUND SOURCE CODE 101101	UACS CODE	FISCAL YEAR: FY 2025	DATE: 10-Jan-25
PURPOSE: <i>Program Support Fund for the Printing of Philippine Informal Reading Inventory Assessment tool for Key Stages 2 and 3.</i>			
TO: THE SCHOOLS DIVISION SUPERINTENDENT Schools Division of Baguio City DepEd-CAR			
PARTICULARS		ALLOTMENT CLASS/ OBJECT CODE	AMOUNT AUTHORIZED
Subsidy to Operating Units		MOOE 5021408000	734,346.00
TOTAL			734,346.00
AMOUNT IN WORDS: <i>Seven Hundred Thirty Four Thousand Three Hundred Forty Six Pesos Only</i>			
NOTE: <i>The allotment herein sub-allotted is valid for obligation until December 31, 2025</i>			

The above sub-allotments have been made available for expenditures of the 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:


EMNIELY D. GODOY

Supervising Administrative Officer

RECOMMENDING APPROVAL:


CRISTINA L. PAQUIT

Chief, Administrative Officer

APPROVED:


ESTELA P. LEON-CARIÑO EdD, CESO III

Director IV/Regional Director