



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

OCT 20 2026

REGIONAL MEMORANDUM

No. 1200 s. 2026

**DOWNLOADING OF FUNDS FOR TRAVEL EXPENSE RELATIVE TO THE CONDUCT
OF THE REGIONAL TRAINING ON THE REVISED GRADES 6, 9, AND 10
CURRICULUM**

To: Assistant Regional Director
Schools Division Superintendents of Bacolod City
and Guihulngan City
Regional Functional Division Chiefs
All Others Concerned

1. Relative to the implementation of the Revised Grades 6, 9, and 10 Curriculum and the Strengthened Senior High School Training Program, this Office informs the Schools Division Offices (SDOs) of the downloading of funds intended for the travel expenses of participants, facilitators, and members of the Program Management Team participated in the said activities.
2. The downloaded funds shall be utilized strictly for authorized travel-related expenses in accordance with existing government accounting and auditing rules and regulations, including applicable provisions of the Department of Budget and Management (DBM), Commission on Audit (COA), and Department of Education (DepEd) policies.
3. In cases where the downloaded funds are insufficient, available HRDD funds or any local funds available may be utilized, subject to existing guidelines and applicable accounting and auditing rules and regulations.
4. The Schools Division Superintendents are hereby directed to:
 - a. ensure the proper utilization and timely disbursement of the downloaded funds;
 - b. facilitate the immediate release of travel allowances and other authorized expenses to the concerned participants;

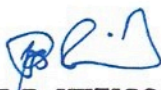


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- c. submit the required financial and liquidation reports in accordance with existing guidelines; and
 - d. ensure that all expenses incurred are necessary, lawful, and directly related to the conduct of the training program.
5. The participants and concerned personnel are likewise reminded to observe existing travel policies and to submit the necessary supporting documents for liquidation purposes within the prescribed period.
6. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl. As stated
Reference
To be indicated in the Perpetual Index
under the following subjects

SEMINAR

PROGRAMS

TRAININGS

207/ZSL/HRDD-RM - Downloading of travel expenses for the G6910/October 4, 2026



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Enclosure 1

Schools Division Office	Travel Expense per Activity			Total
	TRP Writeshop Phase 1	TRP Writeshop Phase 2	TRP Writeshop Phase 3	
Bacolod City	21,000	20,000	25,000	Php 66,000
Guihulngan City	15,000	15,000	15,000	45,000
Total				Php 111,000



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