



Republic of the Philippines  
Department of Education  
NEGROS ISLAND REGION

REGIONAL MEMORANDUM  
No. 291, s. 2025

08/20/2025

**DETAILED WORKSHEET FOR PROCESSING OF MEDICAL ALLOWANCE**

To: Schools Division Superintendents of Negros Oriental and Siquijor  
Provinces Schools Division Offices  
All Other Concerned

1. Attached is the communication from Department of Budget and Management Regional Office 7, enjoining the Schools Division Offices to accomplish the Detailed Worksheet for Medical Allowance, which is self-explanatory.
2. Softcopy of the aforementioned worksheet can be accessed and downloadable through this link: <https://tinyurl.com/2r9nd2yu>
3. Immediate dissemination of and compliance with this Memorandum are desired.

  
RAMIR B. UYTICO EdD, CESO III  
Regional Director

Encl.: As stated

Reference: As stated

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

FORMS

ALLOWANCE

POLICY

ASD/PS/AGS/RM-Dissemination-Medical Allowance-Detailed Worksheet-RO7

**Detailed Worksheet for Medical Allowance**

Agency:

Fund Source: MPBF

(Pursuant to Budget Circular No. 2024-6 dated December 12, 2024)

Document Code: DBM-ROVII-DWMA-01 Rev. 0  
Effectivity Date: August 19, 2025

No.	NAME	PLANTILLA ITEM NO.	Original Date of Appointment	PAP	Organizational Code per PSJ/OP	STATUS (Permanent, Temporary, Coterminal)	Amount	REMARKS (Name of School)	
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