



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

Office of the Schools Division Superintendent - Curriculum Implementation Division

7 October 2026

DIVISION MEMORANDUM
No. 420 s. 2026

**AVAILABILITY OF FUNDS FOR THE REIMBURSEMENT OF HAULING AND
DELIVERY EXPENSES FOR ELEMENTARY TEXTBOOKS AND TEACHERS'
MANUALS**

To : Education Program Supervisors
District Heads
Elementary School Heads
Administrative Officers II and ADAS II and III – districts and schools
Property Custodian
All Others Concerned

1. This Office, through the **Curriculum Implementation Division – Learning Resources Management Section (CID-LRMS)**, hereby informs the field of the availability of funds for the reimbursement of expenses incurred in the hauling and delivery of the aforementioned learning resources from the designated drop-off points to the respective schools.
2. Reimbursement of hauling and delivery expenses shall be processed upon submission of complete supporting documents. All reimbursement requests shall be *submitted on or before the fiscal year 2026 cut-off date prescribed by the Division Office Finance Section.*
3. The reimbursement shall be charged against SARO-RO-8-26-01140, dated September 28, 2026, and valid until December 31, 2026, under the Program Support Fund (PSF), which is intended to cover expenses incurred in the hauling and delivery of Elementary Textbooks and Teachers' Manuals.
4. Immediate dissemination of and strict compliance with this Memorandum are hereby enjoined.

GAUDENCIO C. ALJIBE JR., PhD, CESO V
Schools Division Superintendent



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Date: