Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City

DIGITALLY RELEASED
DATE: November 17, 2026
TIME: 9:45 a.m.
BY: Kristine Keith Ambatang
SDO TABUK CITY — RECORDS UNIT —
Reference Number: RU-2026-149

Office of the Schools Division Superintendent

November 17, 2026

DIVISION MEMORANDUM
No. 527, s. 2026

DOWNLOADING OF FUNDS FOR THE PROCUREMENT OF PHYSICAL FITNESS TEST (PFT) EQUIPMENT

To: Chief, Curriculum Implementation Division
Public Schools District Supervisors
School Head, Nambucayan National High School
All Others Concerned

1. With reference to **Sub-Allotment Release Order No. RO-CAR-2600997** dated October 12, 2026, titled "Transfer of Funds for the Implementation of Key Stage Physical Education and Health Program". An amount of **ELEVEN THOUSAND PESOS (₱11,000.00)** is hereby downloaded to **Nambucayan National High School** for the procurement of one (1) complete set of Physical Fitness Test (PFT) equipment and related materials under the Program Support Funds in MAPEH.

2. The equipment set shall include a weighing scale, height measuring tool, tape measure, whistle, stopwatch, exercise mats, jump ropes, agility ladders, shuttle run blocks, sit-and-reach, and other learning devices to support the proper administration and documentation of the PFT.

3. The recipient school was identified based on the results of the Division Needs Assessment and Prioritization, considering its existing equipment, number of learners served, urgency of need, sustainability plan, and accessibility to resources.

4. The School Head shall ensure that the funds are used exclusively for the intended purpose and that procurement, utilization, and liquidation comply with the existing Department of Education policies, accounting, auditing, and procurement rules and regulations.

5. For information, guidance, and compliance.

CHRISTOPHER C. BENIGNO, PhD, EdD, CESO VI
Assistant Schools Division Superintendent
OIC-Schools Division Superintendent