



Republic of The Philippines
Department of Education
Region VI – Western Visayas

DIVISION OF CAPIZ

Banica, Roxas City

Telefax No. (036) 6210-974 / Tel. No. (036) 6216-118



DIVISION MEMORANDUM

No. 4J s. of 2018

**SUBMISSION OF REQUEST FOR SCHOOL MOOE FUND MODIFICATION IN ACCORDANCE TO
2018 GAA SPECIAL PROVISION NO. 14**

Heads of Public Secondary Schools (Implementing Units)

1. Attached is the memorandum OUFBPM-2018-0018 from the office of Undersecretary Annalyn M. Sevilla with the subject: Submission of request for school MOOE fund modification in accordance to 2018 GAA Special Provision No. 14.
2. Anent this, please submit your request for modification of a portion of your 2018 MOOE allocation for payment of your Capital Outlay requirement if any, using the template below:

PORTION OF MOOE (Amount)	TO CAPITAL OUTLAY (Capital Outlay Item)	JUSTIFICATION
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3. Please submit your request to the Budget Office, Schools Division of Capiz on or before February 28, 2018 for consolidation.
4. Please be guided accordingly.


MIGUEL MAC D. APOSIN, Ed.D., CESO V
Schools Division Superintendent