



Republic of the Philippines
Department of Education
 REGION I



REGIONAL MEMORANDUM

No. 1050, s. 2024

REMINDERS ON REQUESTS FOR NOTICE OF CASH ALLOCATION (NCA)

To: Schools Division Superintendents
 SDO and School Accountants/Bookkeepers
 All Others Concerned

1. This is to remind the Accountants and Bookkeepers of the Schools Division Offices (SDOs) and Implementing Units (IUs) to consider and maximize the use of their available cash before requesting to the Department of Budget and Management – Regional Office I (DBM-ROI) the release of additional cash allocations. It was observed that as of June 30, 2024, the SDOs and IUs have a total of P29,590,496.19 lapsed cash allocation. The breakdown is presented as follows:

No.	Division	Lapsed NCA
1	Alaminos City	288,894.68
2	Batac City	-
3	Candon City	63.17
4	Dagupan City	187,576.70
5	Ilocos Norte	2,358,894.75
6	Ilocos Sur	4,131,051.40
7	La Union	2,880,439.59
8	Laoag City	1,900,815.64
9	Pangasinan I	16,264,183.23
10	Pangasinan II	1,206,529.63
11	San Carlos City	232,693.81
12	San Fernando City	-
13	Urdaneta City	139,353.59
14	Vigan City	-
	Total	29,590,496.19

2. All personnel concerned are requested to properly monitor and plan their disbursement program to avoid the reversion of cash. The substantial amount of lapsed NCA despite having huge amounts of unpaid obligations may result in difficulty in requesting cash allocations.

3. It was also observed that some IUs are not fully aware yet of the Common Fund System in the utilization of released cash allocations. The SDO Accountants are requested to guide the bookkeepers/accountants of the IUs in the use of the said scheme to optimize the use of available cash and avoid incurrence of lapsed NCA.



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4. For information, guidance and compliance.

TOLENTINO G. AQUINO
Director IV

Encl.: None
Reference: None
To be indicated in the Perpetual Index
under the following subjects:

FUNDS REPORTS

FD/mgc/RM_RemindersonRequestsofNCA
FD24013/September 5, 2024



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