



Republic of the Philippines  
**Department of Education**  
 REGION I



REGIONAL MEMORANDUM  
 No. 423, s.2025

**SUBMISSION OF TEACHING AND TRANSPORTATION ALLOWANCES (TTA)  
 DISBURSEMENT REPORT FOR FISCAL YEARS 2023 AND 2024**

To: Schools Division Superintendents

1. The Department of Education Regional Office 1 through the Curriculum and Learning Management Division requests the Schools Division Offices through the ALS Focal Persons to submit the Disbursement Report on Teaching and Transportation Allowances for Fiscal Years 2023 and 2024.
2. The aim of the submission is to track both the utilized and remaining amounts. The report will serve as the basis for a proposal on how to utilize the variance.
3. The template to be used can be accessed at <https://tinyurl.com/ALSTTA2022-2024>. The scanned Disbursement Report signed by the Division ALS Focal Person, Budget Officer, and Schools Division Superintendent shall be uploaded on the same link not later than March 30, 2025 at 5:00PM.
4. For information and strict compliance.

For the Regional Director:

  
**OSCAR P. FLORES**  
 Chief Education Supervisor  
 Quality Assurance Division

Encl.: None  
 References: None  
 To be included in the Perpetual Index  
 Under the following subject:

**DISBURSEMENT REPORT ON ALS TTA**

CLMD/avl/RM\_SubmissionofTeaching&TransportationAllowanceDisbursementReportforFiscalYears  
 March 19, 2025



Flores St., Catbangan, City of San Fernando, La Union  
 Telephone Nos.: (072) 607-8137/682-2324  
 DepEd Region I | region1@deped.gov.ph  
 www.depedregion1.com

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