

Republic of the Philippines

Department of Education

REGION I



REGIONAL MEMORANDUM

No. 1425 , s. 2025

DEADLINE FOR SUBMISSION OF REQUESTS FOR RELEASE OF NOTICE OF CASH ALLOCATION (NCA)

To: Schools Division Superintendents

School Heads

All Others Concerned

- 1. This is to remind the Accountants and Bookkeepers of the Schools Division Offices and Implementing Units that the deadline for submission to the Department of Budget and Management (DBM) of request/s for the release of Notice of Cash Allocation is on November 15, 2025.
- 2. To ensure that all will be endorsed to the DBM on the said date, it is advised that requests with complete supporting documents be forwarded ahead of time. The requests should be received by the Accounting Section **not later than November 7**, **2025**. All savings and available cash allocations should be taken into consideration before making a request to avoid unutilized funds and reversion of cash.
- 3. All requests received beyond the said date shall be returned to the respective SDOS/IUS.
- 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

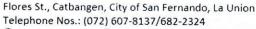
FD/mgc/RM_DeadlineforSubmissionofRequestsfortheReleaseofNCA FD25019/October 20,2025











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 Doc. Ref. Code
 RM-ORD
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 Page
 1 of 1

