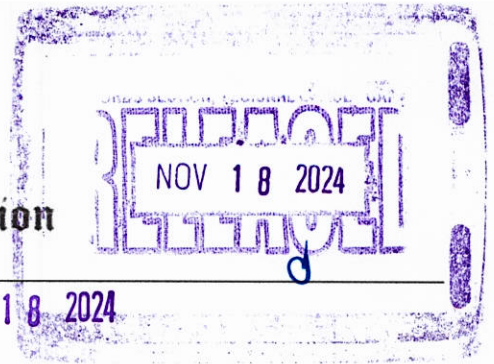




Republic of the Philippines  
**Department of Education**  
CARAGA REGION



NOV 18 2024

REGIONAL MEMORANDUM  
FIN – 2024 – 1261

To: Schools Division Superintendents ) Division of Surigao City  
All Others Concerned

**ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR  
GENERAL MANAGEMENT AND SUPERVISION - ROP**

1. This office announces the issuance of Sub-Allotment Release Order (Sub-ARO) to cover funding requirements for meals, accommodation and other logistics for the conduct of the 7<sup>th</sup> *Regional Management Committee Meeting* under FY 2024 GAA dated January 2, 2024.
2. Attached is the approved request for reference.
3. Upon receipt of Sub-ARO, the SDOs shall immediately request the Issuance of Notice of Cash Allocation from the DBM Regional Office XIII. The disbursement of such funds shall be subject to existing government accounting and auditing rules and regulations.
4. Immediate dissemination of this Memorandum is desired.

**MARIA INES C. ASUNCION**  
Director III  
Officer-in-Charge  
Office of the Regional Director

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

**ALLOTMENT  
PROGRAMS**

FIN/nap  
11/13/2024



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

November 8, 2024

**MARIA INES C. ASUNCION**

Regional Director  
Department of Education  
Caraga Region

Madam:

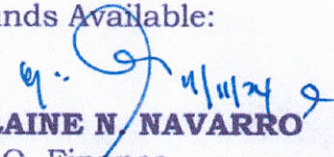
We would like to request Authority from your good office to effect transfer of allotment amounting to **ONE HUNDRED TWENTY THOUSAND PESOS (Php 120,000.00)** to Surigao City Division to cover funding requirements on meals and accommodation for the conduct of the 7<sup>th</sup> Regional Management Committee Meeting for CY 2024 on November 25-27, 2024.

Thank you and God bless.

Very truly yours,

  
**JONATHAN F. GARZON**  
Lead Secretariat

Funds Available:

  
**ELAINE N. NAVARRO**  
SAO, Finance

Approved:

  
**MARIA INES C. ASUNCION**  
Director III  
Officer-in-Charge  
Office of the Regional Director  
DepEd Caraga Region  
Butuan City

HRDD/jbt  
11/08/2024



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| Effectivity    | 02.01.23    | Page | 1 of 1 |

