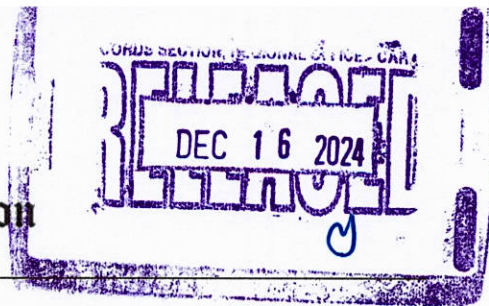




Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
FIN – 2024 – 1397

DEC 16 2024

To: Schools Division Superintendents) Division of Agusan del Sur
All Others Concerned) Division of Siargao

**ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
CHILD PROTECTION PROGRAM**

1. This office announces the issuance of Sub-Allotment Release Order (Sub-ARO) under OSEC-13-24-1791, aimed to cover travel expenses for the **National Children's Month Celebration and Learner's Right and Protection Specialization Course** in Tacloban City.
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 IV
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
12/04/2024



2024-12-20402

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Republic of the Philippines
Department of Education
CARAGA REGION

December 4, 2024

MARIA INES C. ASUNCION

Regional Director
This Region

Madam,

May I kindly request to download of Program Support Funds (PSF) to DepEd Caraga personnel who represented in the National Children's Month Celebration and Learner Rights and Protection Specialization Course last November 25-29, 2024 at Peoples Center, Tacloban City and Madison Park Hotel, Tacloban City. PSF shall be charged against OSEC-13-24-1791 to cover the expenses incurred by the participants relative to the above-mentioned activity as detailed below:

NAME	POSITION	SCHOOL/ DIVISION	AMOUNT INCURRED
Gloria E. Bante	Guidance Advocate	Agusan del Sur	P30,400.00
Regemie A. Alburo	Public Schools District Supervisor	Siargao	P20,056.00

Travel expenses, per diem and other incidental expenses shall be charged to the downloaded Learner Rights and Protection Program Support Fund (LRP-PSF), subject to the usual accounting and auditing rules and regulations.

For your approval.

Very truly yours,

SHIELA ABENIOO
ADRIENE MAE J. CASTAÑOS, PhD
Regional LRP Coordinator

Noted:

[Signature]
EDMUND D. MENDOZA, PhD
Chief, ESSD

Funds Available:

[Signature]
ELAINE N. NAVARRO
OIC-Chief, FD

APPROVED:

[Signature]
MARIA INES C. ASUNCION
Director III
Officer-In-Charge
Office of the Regional Director

ESSD/sa
12/4/2024



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