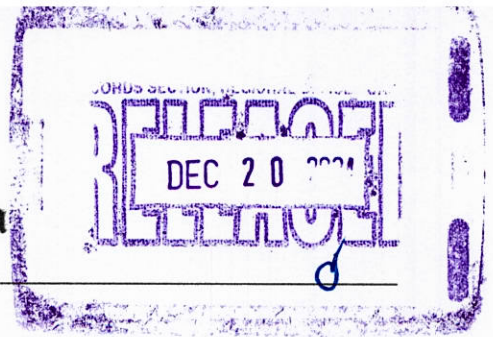




Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
FIN – 2024 – 1420

DEC 19 2024

To: Schools Division Superintendents
All Others Concerned

) Division of Agusan del Norte
) Division of Bayugan City

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

1. This office announces the issuance of Sub-Allotment Release Order (Sub-ARO) to cover expenses related to the **Tuloy ang Pasko Year 2 activities** under OSEC-13-24-5054 dated July 15, 2024.
2. Attached are the approved requests 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 standard government accounting and auditing rules and regulations.
4. Immediate dissemination of this Memorandum is desired.

BY THE AUTHORITY OF THE REGIONAL DIRECTOR:


PEDRO TENEBRO ESCOBARTE, JR.
Director III *N*
Assistant Regional Director

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

ALLOTMENT
PROGRAMS

FIN/nap
12/18/2024



Republic of the Philippines
Department of Education
CARAGA REGION

December 17, 2024

MARIA INES C. ASUNCION
Director IV
Regional Director

Madam:

This is to request your good office to download a Sub-Allotment Release Order (SARO) to the Schools Division Office of Agusan del Norte with corresponding amount for the **Tuloy ang Pasko - Year 2** on December 19, 2024:

Division	Amount	Intended to Procure
Agusan del Norte	15,000.00	Breakfast and snacks for 50 for SDO/RO personnel
	40,000.00	Breakfast and snacks for the 119 learners
	5,000.00	Additional Slippers for the learners
	15,000.00	Umbrellas for the learners
Grand Total	75,000.00	

Source of Funds: MOOE 2024 (Office of the Regional Director)

For your approval. Thank you!

Requested by:

ALEJANDRO P. MACADATAR
Chief, FTAD

Funds Available:

ELAINE N. NAVARRO
Supervising Administrative Officer
OIC-Chief, Finance Division
GAS ORR 17-24-0076

Approved by:

MARIA INES C. ASUNCION
Director IV
Regional Director

FTAD/apm
12/17/2024

Address: J.P. Rosales Avenue, Butuan City

Trunkline No: (082) 225-1151

Telefax No: (085) 342-5969

Email: caraga@deped.gov.ph

Website: caraga.deped.gov.ph



2024-12-21303

Doc. Ref. Code	RO-ASD-F069	Rev	00
Effectivity	02.01.23	Page	1 of 1

Certificate No.: PHP QMS
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Republic of the Philippines
Department of Education
CARAGA REGION

December 17, 2024

MARIA INES C. ASUNCION
Director IV
Regional Director

Madam:

This is to request your good office to download a Sub-Allotment Release Order (SARO) to the following Schools Division Offices with corresponding amount for the **Tuloy ang Pasko - Year 2** on December 19, 2024:

Division	Amount	Intended to Procure
Bayugan City		Breakfast and snacks for 50 pax
	30,000.00	Lunch and snacks for learners
	10,000.00	Slippers for the learners
	15,000.00	Umbrellas for the learners
	25,000.00	Lunch and snacks for the SDO/RO Personnel
	80,000.00	Sub-total
Grand Total		

Source of Funds: MOOE 2024 (Office of the Regional Director)

For your approval. Thank you!

Requested by:

ALEJANDRO F. MACADATAR
Chief, FTAD

Funds Available:

ELAINE N. NAVARRO
Supervising Administrative Officer
OIC-Chief, Finance Division

6M 082 17-24-CUR

Approved by:

MARIA INES C. ASUNCION
Director IV
Regional Director

FTAD/apm
12/17/2024



Address: J.P. Rosales Avenue, Butuan City
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