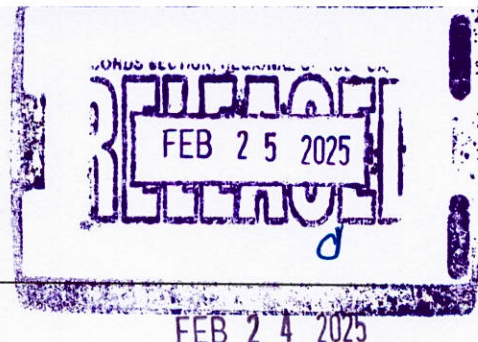




REGIONAL MEMORANDUM
FIN - 2025 - 0190

To: Schools Division Superintendents) Division of Agusan del Norte
) Division of Bayugan City
) Division of Butuan City
) Division of Surigao del Norte
 All Others Concerned

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR ADMINISTRATION OF PERSONNEL BENEFITS

1. This office announces the issuance of Sub-Allotment Release Order (Sub-ARO) to cover allotment for payment of **Terminal Leave Benefits (TLB)** under FY 2025 GAAAO, dated January 2, 2025.
2. For the details of this SubARO, kindly coordinate with our Personnel Unit and/or Budget Unit.
3. Upon receipt of Sub-ARO, the Schools Division Officers (SDOs) are directed to promptly request the issuance of Notice of Cash Allocation from the DBM Regional Office XIII. The disbursement of these funds shall adhere to standard government accounting and auditing rules and regulations.
4. Immediate dissemination of this Memorandum is highly desired.

MARIA INES C. ASUNCION
Director IV
Regional Director

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

ALLOTMENT PROGRAMS

FIN/nap
02/12/2025



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