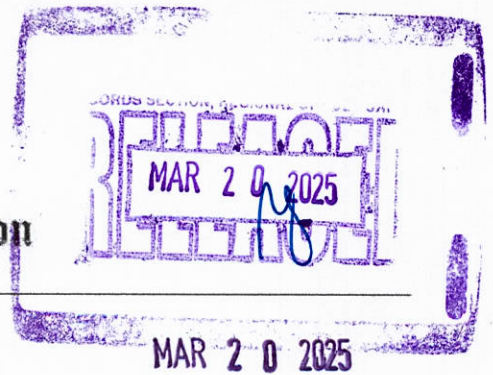




Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
FIN – 2025 – 0295

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

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 fund meals and accommodation for the conduct of the **2025 Regional Academic Skills and Development – Regional Science and Technology Fair (RSTF)** under FY 2025 funds.
2. Attached for reference is the approved request.
3. Upon the receipt of Sub-ARO, the Schools Division Offices (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
03/18/2025



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5959
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph



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Republic of the Philippines
Department of Education
CARAGA REGION

March 13, 2025

MARIA INES C. ASUNCION

Regional Director
DepEd-Caraga Regional Office
J.P. Rosales Ave., Butuan City

Madame:

Relative to the conduct of the 2025 Regional Academic Skills and Development-Regional Science and Technology Fair (RSTF), the undersigned respectfully seeks for your approval to download P 135,800.00 to the Schools Division Office of Surigao del Sur.

Unit	Description	Qty	Unit Cost	Total Cost
pax	Breakfast			20,800.00
	Day 1	16	200.00	3,200.00
	Day 2	22	200.00	4,400.00
	Day 3	25	200.00	5,000.00
	Day 4	25	200.00	5,000.00
	Day 5	16	200.00	3,200.00
pax	Lunch			40,600.00
	Day 1	22	350.00	7,700.00
	Day 2	28	350.00	9,800.00
	Day 3	25	350.00	8,750.00
	Day 4	25	350.00	8,750.00
	Day 5	16	350.00	5,600.00
pax	Dinner			30,800.00
	Day 1	22	350.00	7,700.00
	Day 2	25	350.00	8,750.00
	Day 3	25	350.00	8,750.00
	Day 4	16	350.00	5,600.00
pax	AM Snacks			10,400.00
	Day 1	16	100.00	1,600.00
	Day 2	22	100.00	2,200.00
	Day 3	25	100.00	2,500.00
	Day 4	25	100.00	2,500.00
	Day 5	16	100.00	1,600.00
pax	PM Snacks			11,600.00
	Day 1	22	100.00	2,200.00
	Day 2	28	100.00	2,800.00
	Day 3	25	100.00	2,500.00
	Day 4	25	100.00	2,500.00
	Day 5	16	100.00	1,600.00
pax	Accommodation			21,600.00
	Day 1	6	800.00	4,800.00
	Day 2	12	800.00	9,600.00

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Day 3	9	800.00	7,200.00
Grand Total			135,800.00

The said amount is from the 2025 CLMD MOOE which is intended to cover the meals and accommodation of the judges for the RSTF.

Thank you.

Very truly yours,

Kevin Hope Z. Salvaña
KEVIN HOPE Z. SALVAÑA
 EPS, CLMD

Noted by:

Bernabe L. Linog
BERNABE L. LINO
 Chief ES, CLMD

Approved by:

Maria Ines C. Asuncion
MARIA INES C. ASUNCION
 Regional Director

Funds available:

Elaine N. Navarro
ELAINE N. NAVARRO
 OIC-Chief, Finance Division
RN 2025 - RSTF - 00010



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