



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA

RELEASED
MAY 21, 2025

BY: *MS*

TIME: 9:36AM

MAY 21, 2025

REGIONAL MEMORANDUM
FIN – 2025 – 0520

To: Schools Division Superintendent

-) Division of Agusan del Norte
-) Division of Agusan del Sur
-) Division of Bayugan City
-) Division of Bislig City
-) Division of Butuan City
-) Division of Cabadbaran City
-) Division of Siargao
-) Division of Surigao City
-) Division of Surigao del Norte
-) Division of Surigao del Sur
-) Division of Tandag City

All Others Concerned

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
MADRASAH EDUCATION PROGRAM

1. This office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to cover funds for the **Compensation of Contract of Service (COS) Asatidz handling ALIVE Classes**.
2. Attached for reference is the approved request.
3. Upon receipt of Sub-ARO, the Schools Division Offices (SDOs) are directed to promptly request the issuance of a 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.

MA
MARIA INES C. ASUNCION
Director IV
Regional Director *W*

Encl.: None

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

ALLOTMENT
PROGRAMS

FIN/nap
05/16/2025



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Republic of the Philippines
Department of Education
CARAGA REGION

May 14, 2025

MARIA INES C. ASUNCION

Director IV
Regional Director
This Office

Madam:

This is to respectfully request the transfer of funds from the FY 2025 Madrasah Education Program (MEP) Fund Sub-Allotment Release Order No. **OSEC-13-25-00368** and **OSEC-13-25-02651** to the implementing Schools Division Offices (SDOs) through the issuance of a Sub-Allotment Release Order (Sub-ARO). These funds will cover the **Compensation of Contract of Service (COS) Asatidz** handling ALIVE Classes in the different Schools Division Offices.

Below is the breakdown of the required fund allocation:

Division	Compensation of Asatidz			
	No. of COS Asatidz	OSEC-13-25-00368	OSEC-13-25-02651	TOTAL
Agusan del Norte	4	100,000.00	100,000.00	200,000.00
Agusan del Sur	7	175,000.00	175,000.00	350,000.00
Bayugan City	4	100,000.00	100,000.00	200,000.00
Bislig City	1	25,000.00	25,000.00	50,000.00
Butuan City	7	175,000.00	175,000.00	350,000.00
Cabadbaran City	5	125,000.00	125,000.00	250,000.00
Siargao	1	25,000.00	25,000.00	50,000.00
Surigao City	6	150,000.00	150,000.00	300,000.00
Surigao del Norte	1	25,000.00	25,000.00	50,000.00
Surigao del Sur	9	68,000.00	382,000.00	450,000.00
Tandag City	7		350,000.00	350,000.00
TOTAL	52	968,000.00	1,632,000.00	2,600,000.00

For your approval.



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Very truly yours,


RHEA J. YPARRAGUIRRE

EPS-CLMD/Regional MEP Coordinator

Funds Available:


ELAINE N. NAVARRO

SAO, Finance Division

MEP OOSC 12-25-2025

OOSC 12-25-2025

Approved:


MARIA INES C. ASUNCION

Director IV
Regional Director

CLMD/rjy
05/14/2025



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