



Republic of the Philippines
Department of Education
CARAGA REGION



JULY 31 2025

REGIONAL MEMORANDUM
FIN – 2025 –0781

To: Schools Division Superintendent) Division of Cabadbaran City
All Others Concerned

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

1. This Office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to cover the expenses of the Regional Assessment Medical Team during conduct of the Regional Assessment for Unassessed Learners with Disabilities – Batch 2, under FY 2025 GAA.
2. Attached for reference is the approved request.
3. Upon receipt of the 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.


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
07/28/2025



Republic of the Philippines
Department of Education
CARAGA REGION

July 25, 2025

MARIA INES C. ASUNCION

Regional Director
DepEd Caraga Region
J.P. Rosales Avenue, Butuan City

Madame:

This is to request from your good office the approval on the downloading for the monitoring of the Regional Assessment for unassessed Learners with Disabilities - Batch 2 travel expenses, food and accommodation of the Regional Assessment Medical team in the amount of **Fifty Thousand Pesos only (50,000.00)** to Cabadbaran City division from **NBC 595 for SNED**.

Thank you.

Very truly yours,


ELENA NAQUILA CAPANGPANGAN
RO, EPS, SNED Focal Person

Noted by:


BERNABE L. LINOG
CLMD Chief

Funds Available:


ELAINE NAVARRO
SAO- Finance Division
SNED TT 20X

Approved:


MARIA INES C. ASUNCION
Regional Director

CLMD/enc
07/25/202



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