



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE, CARAGA

RELEASED
AUGUST 22 2025
BY: NMB TIME: 3:40 PM

AUGUST 22 2025

REGIONAL MEMORANDUM
FIN – 2025 – 0871

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

**ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
PHYSICAL FITNESS AND SCHOOL SPORTS**

1. This office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to fund for the conduct of Coordination Meeting of Division Sports Officers on School Sports Club and Progress Monitoring of the Sports Supplies and Equipment Enhancement Delivery Program (SSEEDP), under OSEC-13-24-4213.
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.

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
08/19/2025



Republic of the Philippines
Department of Education
CARAGA REGION

August 14, 2025

MARIA INES C. ASUNCION
Director IV
Regional Director

Madam:

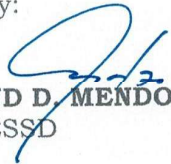
This is to request your office for the authority to download funds from **OSEC 13-24-4213** to the Schools Division Office of Surigao City for the conduct of **Coordination Meeting of Division Sports Officers on School Sports Club and Progress Monitoring of the Sports Supplies and Equipment Enhancement Delivery Program (SSEEDP)** in the amount of **P 60,000.00**.

Thank you.

Very truly yours,


JUMER C. CARLON, MD
Medical Officer IV

Noted by:


EDMUND D. MENDOZA, Ph.D.
Chief, ESSD

Funds Available:


ELAINE N. NAVARRO
Chief, Finance

Approved:


MARIA INES C. ASUNCION
Director IV
Regional Director



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (082) 225-1151
Telefax No: (085) 342-5959
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph



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