



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA
RELEASED
OCT 11 2025
BY: NMB TIME: 3:51 PM

REGIONAL MEMORANDUM
FIN – 2025 –1074

To: Schools Division Superintendents) Division of Agusan del Norte
) Division of Agusan del Sur
) Division of Bayugan City
) Division of Butuan City
) Division of Cabadbaran City
) Division of Dinagat Islands
) Division of Siargao
) Division of Surigao City
) Division of Surigao del Norte
) Division of Surigao del Sur
) Division of Tandag City

All Others Concerned

SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR HUMAN RESOURCE
DEVELOPMENT FOR SCHOOLS AND LEARNING CENTER PERSONNEL

1. This office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to cover expenses in the conduct of **Language Bridging in Action: Using Pedagogical Translanguaging to support English Teachers for Key Stages 1-3**, under OSEC-13-25-03982, dated August 13, 2025.
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 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
10/07/2025



Address: J.P. Rosales Avenue, Butuan City
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Republic of the Philippines
Department of Education
CARAGA REGION

September 26, 2025

MARIA INES C. ASUNCION

Regional Director
Department of Education
J. Rosales Avenue, Butuan City

Madame:

The undersigned would like to request from your good office to transfer the FY 2025 GAAAO Fund under SARO No. OSEC-13-25-03982 amounting to Three Hundred Six Thousand Pesos (₱ 306,000.00) to cover expenses in the conduct of Language Bridging in Action: Using Pedagogical Translanguaging to Support English Teachers for Key Stages 1-3.

Below is the budget allocation per Schools Division Office chargeable against the aforementioned fund to wit:

SCHOOLS DIVISION OFFICE	NUMBER OF PARTICIPANTS	ALLOTMENT
Agusan Del Norte	2	₱ 34,000.00
Agusan Del Sur	3	₱ 51,000.00
Bayugan City	2	₱ 34,000.00
Butuan City	1	₱ 17,000.00
Cabadbaran City	1	₱ 17,000.00
Dinagat Island	1	₱ 17,000.00
Siargao	1	₱ 17,000.00
Surigao City	1	₱ 17,000.00
Surigao del Norte	2	₱ 34,000.00
Surigao del Sur	3	₱ 51,000.00
Tandag City	1	₱ 17,000.00
TOTAL	18	₱ 306,000.00



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Certificate No.: PHP QMS
24 93 0191

Thank you.

Very truly yours,


FLORDELISA R. DALIN, EdD
Chief, HRDD

Funds Available:


ELAINE N. NAVARRO
Chief, FD

Approved:


MARIA INES C. ASUNCION
Regional Director

HRDD/rsr
09/26/2025