



Republic of the Philippines
Department of Education
 CARAGA REGION

October 15, 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 of funds to cover expenses of the participants, re: Workshop on the Development, Validation and Finalization of Resource Packages for (Collaborative Expertise) Learning Action Cell Session (LAC) in Facilitating Learners with Disabilities in the total amount of **Two hundred two thousand Nine Hundred pesos only (P202,900.00) from SARO OSEC-13-24-6006, to wit:**

Summary:

No	Division	Number of Pax	Amount	Total Amount
1	Agusan del Norte	4	11,800	47,200.00
2	Agusan del Sur	8	11,800	94,400.00
3	Bayugan	3	11,800	35,400.00
4	Cabadbaran City	1	12300	12,300.00
5	Siargao	1	13,600	13,600.00
			TOTAL	202,900.00

Breakdown:

No	Activity	Name	Division	Amount
1	Workshop on the Development of Resource Packages for (Collaborative Expertise) Learning Action Cell Session (LAC) in Facilitating Learners with Disabilities on August 27-29, 2025	Antonina A. Prisco	ADN	11,800
2		Genevieve S. Verceles	Bayugan	11,800
3		Annabel M. Tubasis	ADN	11,800
4		Jennifer Paynandos	ADS	11,800
5		Resley Torralba	ADS	11,800
6		Ma Veronica Torrefranca	ADS	11,800
1	Workshop on the Validation of Resource Packages for (Collaborative Expertise) Learning Action Cell (LAC) Session in Facilitating Learners with Disabilities on November 5-7, 2025	Jegger P. Rudela	Siargao	13600
2		Ma Veronica Torrefranca	ADS	11,800
3		Willyn Sacasac	ADS	11,800
4		Ana Marie Buot	Bayugan	11,800
5		Maria Jeanne Mercado	ADS	11,800
6		Jemima B. Ampelon	CBR	12,300
1	Workshop on the Finalization of Resource Packages for (Collaborative Expertise) Learning Action	Antonina A. Prisco	ADN	11,800
2		Genevieve S. Verceles	Bayugan	11,800
3		Annabel M. Tubasis	ADN	11,800



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4	Cell (LAC) Session in Facilitating Learners with Disabilities on December 3-5, 2025	Jennifer Paynandos	ADS	11,800
5		Resley Torralba	ADS	11,800

Thank you.

Very truly yours,

engmmf
ELENA NAQUILA CAPANGPANGAN
RO, EPS, SNED Focal Person

Noted by:

[Signature]
BERNABE L. LINO
CLMD Chief

Funds Available:

[Signature]
ELAINE NAVARRO
SAO- Finance Division
SNED case 19-12-6004

Approved:

[Signature]
MARIA INES C. ASUNCION
Regional Director

CLMD/cnc
10/15/2025