



NOVEMBER 9, 2025

REGIONAL MEMORANDUM
FIN - 2025 - 1194

To: Schools Division Superintendents) Division of Agusan del Norte
) Division of Agusan del Sur
) Division of Bayugan City
) Division of Bislig City
) Division of Cabadbaran City
) Division of Dinagat Island
) 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 EARLY LANGUAGE LITERACY AND NUMERACY (ELLN)

1. This office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to fund the **Regional ELLN Training on ARAL with HEART & MIND: Integrating Socio-emotional Learning (SEL) and Science of Reading (SoR) for Inclusive Literacy Recovery**, under OSEC-13-25-02149 dated April 9, 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.

Digitally
signed by
Asuncion
Maria Ines
Casona
Date:
2025.11.05
12:18:55
+0800

MARIA INES C. ASUNCION
Director IV
Regional Director

FIN/nap
11/04/2025



Republic of the Philippines
Department of Education
CARAGA REGION

October 29, 2025

MARIA INES C. ASUNCION

Director IV
Regional Director
DepEd Caraga Region
Butuan City

Madam:

The undersigned would like to request authority from your good office to transfer the Program Support Fund to Schools Division Offices chargeable against **OSEC-13-25-02149** to cover travel expenses of participants incurred during the regional ELLN training on ARAL with HEART & MIND: Integrating Socio-emotional Learning (SEL) and Science of Reading (SoR) for Inclusive Literacy Recovery conducted in Southville Hotel & Convention Center, Butuan City on October 22-24, 2025 to wit:

Division	No. of Pax	Amount	Total Amount
Agusan del Norte	9	1,000.00	P 9,000.00
Agusan del Sur	17	2,500.00	42,500.00
Bayugan City	9	1,000.00	9,000.00
Bislig City	9	2,500.00	22,500.00
Cabadbaran City	9	1,000.00	9,000.00
Dinagat Islands	9	3,000.00	27,000.00
Siargao	9	3,000.00	27,000.00
Surigao City	9	1,500.00	13,500.00
Surigao del Norte	9	1,500.00	13,500.00
Surigao del Sur	17	2,500.00	42,500.00
Tandag City	9	2,500.00	22,500.00
Total	115		P238,000.00

Should the expenses of the participants exceeded the downloaded funds for their division/school, the remaining expenses shall be charged against any available ARAL Funds or local funds.

Thank you.

Very truly yours,


MARIA CONSUELO C. JAMERA
EPS, CLMD



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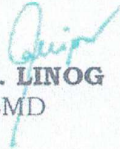
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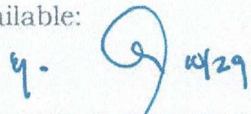
2025-10-19204



Recommended for Approval:


BERNABE L. LINOG
Chief, CLMD

Funds available:


ELAINE N. NAVARRO
Chief, Finance Division

Approved:


Digitally signed by
Asuncion
Maria Ines
Casona
Date:
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08:14:23
+0800
MARIA INES C. ASUNCION
Director IV
Regional Director

CLMD/mcj
10/29/2025



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