



Republic of the Philippines
Department of Education
CARAGA REGION

DECEMBER 15, 2025

REGIONAL MEMORANDUM
FIN – 2025 – 1352

To: Schools Division Superintendents) Division of Agusan del Sur
All Others Concerned) Division of Butuan City

**SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR DISASTER PREPAREDNESS
AND RESPONSE PROGRAM**

1. This Office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to fund the **Consultation and Planning on the Disaster-Resilient Floating School: A DRRM Innovation Project in Caraga**, under FY 2025 GAA.
2. Attached for reference are the approved requests.
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:
2025.12.06
21:29:27
+0800
MARIA INES C. ASUNCION
Director IV
Regional Director

FIN/nap
12/03/2025



Republic of the Philippines
Department of Education
CARAGA REGION

Office of the Regional Director

November 25, 2025

MARIA INES C. ASUNCION

Director III

Office of the Regional Director

This Region

Madam:

This is to respectfully request authority from your office to download funds from the DPRP 20205 to Agusan del Sur Division to cover expenses for the **Consultation and Planning on the Disaster-Resilient Floating School: A DRRM Innovation Project in Caraga**, to be conducted on December 8-9, 2025.

The total amount requested is **Sixty Thousand Pesos (Php 60,000.00)**, which will cover meals, accommodation and other related expenses of the participants during the activity.

Thank you.

Very truly yours,


EDMUND D. MENDOZA, Ph.D.

Chief, ESSD

Funds Available:


ELAINE N. NAVARRO

OIC-Chief, Finance

Approved:


MARIA INES C. ASUNCION

Regional Director

ESSD/ctb
11/25/2025