



Republic of the Philippines
Department of Education
CARAGA REGION

DECEMBER 26, 2025

REGIONAL MEMORANDUM
FIN – 2025 – 1381

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

SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR LEARNER SUPPORT
PROGRAMS (LSP)

1. This Office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to fund the **School – Based Training for Career Advocates Phase 2**, under OSEC-13-25-03408 dated June 17, 2025.
2. Attached for reference is the approved request.
3. Upon receipt of the 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:
2025.12.23
15:56:33
+0800

MARIA INES C. ASUNCION
Director IV
Regional Director

FIN/nap
12/16/2025

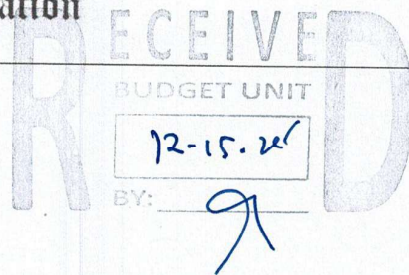


Republic of the Philippines
Department of Education
CARAGA REGION

December 10, 2025

MARIA INES C. ASUNCION

Director IV, Department of Education-Caraga
JP Rosales Avenue, Butuan City



Madame:

We respectfully request your approval to download Program Support Fund for the following personnel as Resource Speakers of the School-Based Training for Career Advocates of Caraga (Phase 2). The funds will cover travel expenses and Professional Fee/ Honorarium.

Breakdown of Fund Allocation :

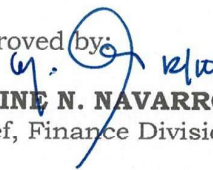
Recipient	School	SDO	Fund Allocation
Generuth Bagaforo	SDO	Butuan City	3,900.00
Maria Kristine Elizabeth H. Mangyan	SDO	Surigao City	3,900.00
Ramil M. Osigan	Alegria NHS	Surigao del Nte	3,900.00
Ivy Jane Cullamat	Barobo NHS	Surigao del Sur	7,500
TOTAL AMOUNT:			19,200.00

The funds to be downloaded shall be charged against **PPA 229- Learners Support Program**. *OSFC-13-25-03408 DATED JUNE 17, 2025.*

Thank you.

Very truly yours,


ADRILENE MAE J. CASTANOS, PhD
Chief, HRDD

Approved by: 
ELAINE N. NAVARRO
Chief, Finance Division


MARIA INES C. ASUNCION
Director IV
Regional Director

ESSD/ajc
12/10/2025



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Doc. Ref. Code		
RO-ASD-F069		
Effectivity	Rev	Page
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2025-11-21305

