



Republic of the Philippines  
**Department of Education**  
CARAGA REGION

JANUARY 26, 2026

REGIONAL MEMORANDUM  
FIN – 2026 – 0077

To: Schools Division Superintendent ) Division of Surigao del Norte  
All Others Concerned

SUB-ALLOTMENT RELEASE ORDER (SubARO) FOR BASIC EDUCATION  
CURRICULLUM (BEC)

1. This Office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to fund the **National Biotechnology Week (NBW) 2025 Celebration**, under OSEC-13-25-05261 and OSEC-13-25-05969.
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:  
2026.01.23  
08:24:36  
0800  
**MARIA INES C. ASUNCION**  
Director IV  
Regional Director

FIN/nap  
01/22/2026



Republic of the Philippines  
**Department of Education**  
CARAGA REGION

**Office of the Regional Director**

January 19, 2026

**MARIA INES C. ASUNCION**  
Regional Director  
DepEd Caraga  
J. P. Rosales Ave., Butuan City

Madam:

We respectfully request authority from your good office to transfer funds to the Schools Division Office of Surigao del Norte, chargeable against downloaded funds from DepEd Central Office. These funds will cover the travel expenses of the participants and cash prize of the winners during the Conduct of the National Biotechnology Week (NBW) 2025, outlined in the table below:

| Activity                                                                | SDO               | Participants                                                          | Amount              | Source of Fund   |
|-------------------------------------------------------------------------|-------------------|-----------------------------------------------------------------------|---------------------|------------------|
| Participation in the National Biotechnology Week (NBW) 2025 Celebration | Surigao del Norte | Jared James R. Balaga                                                 | 27,230.84           | OSEC-13-25-05261 |
|                                                                         |                   | Ken Zhin John N. Lumontod                                             | 27,230.84           |                  |
|                                                                         |                   | Marisse J. Olvida                                                     | 27,230.84           |                  |
|                                                                         |                   | Maxine Danielle M. Almero                                             | 27,230.84           |                  |
|                                                                         |                   | <b>Sub-Total</b>                                                      | <b>108,923.36</b>   |                  |
|                                                                         |                   | Jared James R. Balaga, Ken Zhin John N. Lumontod<br>Marisse J. Olvida | 15,000.00           | OSEC-13-25-05969 |
|                                                                         |                   | <b>TOTAL</b>                                                          | <b>P 123,923.36</b> |                  |

Thank you.

Very truly yours,

**MARIA RUTH R. EDRADAN**  
EPS- Science

Recommended for Approval:

**BERNABE L. LINOG**  
Chief, CLMD

Funds Available:

**ELAINE N. NAVARRO**  
Chief, Finance

Approved:

**MARIA INES C. ASUNCION**  
Director IV  
Regional Director

CLMD/mrre  
01/19/2026



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