



Republic of the Philippines
Department of Education
CARAGA REGION

MARCH 30, 2026

REGIONAL MEMORANDUM
FIN – 2026 – 0295

To: Schools Division Superintendent) Division of Agusan del Sur
All Others Concerned

SUB-ALLOTMENT RELEASE ORDER (SubARO) FOR GENERAL MANAGEMENT
AND SUPERVISION – REGIONAL OFFICE PROPER

1. This Office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to fund the **3rd Regional Management Committee Meeting for CY 2026**, under FY 2026 GAA.
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:
2026.03.30
09:48:03
3800
MARIA INES C. ASUNCION
Director IV
Regional Director

FIN/nap
03/25/2026



Republic of the Philippines
Department of Education
CARAGA REGION

OFFICE OF THE REGIONAL DIRECTOR

March 24, 2026

MARIA INES C. ASUNCION

Director IV
Regional Director

Ma'am:

We respectfully request authority from your good office to effect transfer of allotment amounting to EIGHTY FOUR THOUSAND PESOS (Php 84,000.00) from FY 2026 GAA of the Office of the Regional Director to the Division of Agusan del Sur to cover the funding requirements for the conduct of 3rd Regional Management Committee Meeting for CY 2026 on April 7, 2026, detailed as follows:

PARTICULARS	NO. OF PAX	NO. OF DAYS	UNIT COST	TOTAL ESTIMATED COST
Meals, Snacks & Accommodation	42	1 day	2,000.00	84,000.00

For your approval.

Very truly yours,


JONATHAN F. GARZON
EPS, FTAD
Lead Secretariat

Funds Available:


ELAINE N. NAVARRO
Chief, Finance Division

Approved:


MARIA INES C. ASUNCION
Regional Director

FTAD/jfg
03/24/2026



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