



Republic of the Philippines
Department of Education
CARAGA REGION

MAY 21, 2026

REGIONAL MEMORANDUM
FIN – 2026 –0488

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

SUB-ALLOTMENT RELEASE ORDER (SubARO) FOR THE LEARNERS SUPPORT PROGRAMS

1. This Office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to fund the **Career Guidance Program School-Based Training on Career Advocates (CGP-SBTCA)**, under OSEC-13-26-02258 dated May 7, 2026.
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:
2026.05.21
10:38:54
+0800
MARIA INES C. ASUNCION
Director IV
Regional Director

FIN/nap
05/15/2026



Republic of the Philippines
Department of Education
CARAGA REGION

May 12, 2026

MARIA INES C. ASUNCION

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

Madame:

Healthy greetings!

We respectfully request your approval for the downloading and transfer of a portion of the Career Guidance Program funds under **OSEC -13-26-02258**. To the Schools Division of Surigao City for the hosting of the **school-Based Training for Career Advocates (SBTCA) 2.0 Cluster I** and to Agusan del Norte Division for **Cluster II**.

The amount proposed for transfer to Cluster I is **One Million Eight Hundred Nineteen Thousand Twenty-Eight Pesos P1,819,028.00**, while **One Million Six Hundred Three Thousand Three Hundred Seventy-Two Pesos P1,603,372.00** is requested for Cluster II.

School Division Office	Particulars	Fund Allocation
School Division of Surigao City	5 Days Meals and Accommodation	1,680,000.00
	Per diem of Resource Person	16,500.00
	Honorarium of Resource Person	66,000.00
	Supplies and Materials	56,528.00
SUB-TOTAL		1,819,028.00

School Division Office	Particulars	Fund Allocation
School Division of Agusan del Norte	5 Days Meals and Accommodation	1,310,000.00
	Per diem of Resource Person	19,500.00
	Honorarium of Resource Person	78,000.00
	Supplies and Materials	195,872.00
SUB-TOTAL		1,603,372.00



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5959
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph

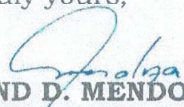
Doc. Ref. Code		
RO-ASD-F069		
Effectivity	Rev	Page
02.01.23	00	1 of 2



2026-05-07 162



Very truly yours,


EDMUND D. MENDOZA, PhD
Chief, ESSD

Funds Availability:


ELAINE N. NAVARRO
Chief, Finance Division

Approved by:


MARIA INES CASANA
Regional Director

Digitally
signed by
Asuncion
Maria Ines
Casana

Date:
2026.05.15
09:05:45
+0800

ESSD/jmj
05/12/2026



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5959
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph

Doc. Ref. Code		
RO-ASD-F069		
Effectivity	Rev	Page
02.01.23	00	2 of 2



2026-05-07762

