



Republic of the Philippines
Department of Education
CARAGA REGION

March 3, 2020

REGIONAL MEMORANDUM

No. 152, s. 2020

To: SCHOOLS DIVISION SUPERINTENDENT
BUTUAN CITY DIVISION
This Region



**ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR THE
RELEASE OF TERMINAL LEAVE BENEFITS (TLB)**

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover payment of Terminal Leave Benefits (TLB) of Ms. Virginia T. Arabejo of West Central Elementary School, Butuan City Division under FY 2020 GAA dated January 6, 2020.
2. Attached is the approved request.
3. Upon receipt of Sub-ARO, the SDO shall immediately request for Issuance of Notice of Cash Allocation from the DBM RO XIII and disbursement of such fund shall be subject to existing government accounting and auditing rules and regulations.
4. Immediate dissemination and compliance of this memorandum is hereby directed.


FRANCIS CESAR B. BRINGAS, CESO V
OIC – Regional Director

Encls.: as stated

Reference: FY 2020 GAA

To be indicated in the Perpetual Index
under the following subjects:

SUB-ARO
TLB

BUD/nap
03/03/2020



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph



2020-03-3463

Document Control No:
DepEdRO13-REC-013/R3/02-18-2020



Republic of the Philippines
Department of Education
CARAGA REGION

February 26, 2020

FRANCIS CESAR B. BRINGAS, CESO V

Director III
OIC, Office of the Regional Director
DepEd Caraga Regional Office
J. Rosales Ave., Butuan City

Sir:

This is to request to download a Sub-Allotment Order (SARO) to the **DIVISION OF BUTUAN CITY**. The fund is intended to be used to cover funding requirement for Terminal Leave Benefit (TLB) chargeable against APB-TLB of the following:

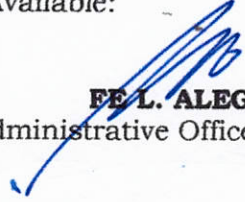
Name of Retiree	Total Number of Days TLB	Amount of TLB
VIRGINIA T. ARABEJO	138.54	P 187,606.25
-----	-----	-----
WBS CES Butuan City		

For your approval. Thank you.


SHERYL R. PUYO

Administrative Officer V/HRMO III

Funds Available:


FE L. ALEGADO

Chief Administrative Officer, Finance Division

Approved:


FRANCIS CESAR B. BRINGAS, CESO V

Director III
OIC, Office of the Regional Director

PER/srp
02/26/2020



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph



2020-02-3006

Document Control No:
DepEdRO13-REC-004/R3/2-18-2020