



Republic of the Philippines
Department of Education
CARAGA REGION



April 18, 2023

REGIONAL MEMORANDUM
No. 0298, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENT
Division of Siargao
This Region

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
GENERAL MANAGEMENT AND SUPERVISION-CENTRAL OFFICE

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover funding requirements for the 2023 Orientation of Existing Administrative Laws and Mid-Year Assessment and Planning Workshop under OSEC-13-23-1549 dated March 31, 2023.
2. Attached is the approved request.
3. Upon receipt of Sub-ARO, the SDOs 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.


MA. GEMMA MERCADO LEDESMA
Regional Director

Encl.: as stated
Reference: FY 2023 GAA
To be indicated in the Perpetual Index
under the following subjects:

GENERAL MANAGEMENT AND SUPERVISION-CENTRAL OFFICE
SUB-ARO

FIN/nap
04/17/2023



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.deped.gov.ph/>

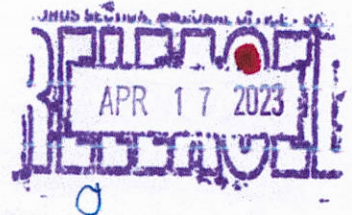


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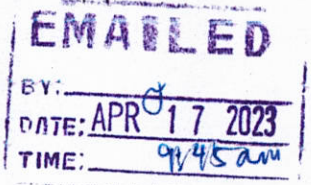
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Republic of the Philippines
Department of Education
CARAGA REGION



April 12, 2023



MA. GEMMA MERCADO LEDESMA
Regional Director
Department of Education
Caraga Regional Office
J. Rosales Avenue, Butuan City

Madam:

Greetings!

This is to request your good office for the transfer of funds to Siargao Islands Division from Sub-Allotment Release Order Number: OSEC-13-23 -1549 dated March 31, 2023 amounting to **One Hundred Twenty Thousand Pesos (PhP 120,000)**. The fund will be used for the expenses of venue, accommodation and meals for the conduct of 2023 Orientation of Existing Administrative Laws and Mid-Year Assessment and Planning Workshop among the staff of the Office of Assistant Secretary for Administration on May 10-13, 2023.

Thank you very much.

Very truly yours,

JOEL B. ROSALES
Chief Administrative Officer
Administrative Services Division

Funds Available:

FE L. ALEGADO
Chief AO - Finance Division
GMA CO OSEC P-23-1549

APPROVED:

MA. GEMMA MERCADO LEDESMA
Regional Director

ASD/mcd
04/12/2023



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Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.deped.gov.ph/>



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