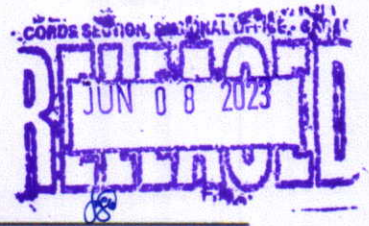




Republic of the Philippines
Department of Education
CARAGA REGION



June 2, 2023

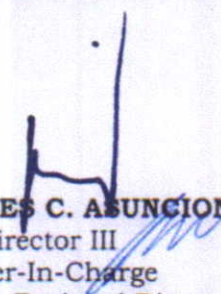
REGIONAL MEMORANDUM

No. 0499, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

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

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover funding requirements for the conduct of 2nd Quarter FY 2023 DepEd-DBM Full-Time Delivery Unit (FDU) Meeting and CY 2023 Mid-year Seminar/Workshop on the Preparation and Consolidation of Financial Reports under FY 2023 GAAO dated January 3, 2023.
2. Attached are 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.


MARIA INES C. ASUNCION
Director III
Officer-In-Charge
Office of the Regional Director

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

GENERAL MANAGEMENT AND SUPERVISION - ROP
SUB-ARO

FIN/nap
06/02/2023



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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Republic of the Philippines
Department of Education
CARAGA REGION

June 1, 2023

MARIA INES C. ASUNCION

OIC-Regional Director
Caraga Region
J. Rosales St., Butuan City

Madam:

The DepEd Central Office will hold the 40th National Seminar/Workshop on the Consolidation of Mid-Year Financial Reports (CY 2023) on July 24-29, 2023 hosted by DepEd Region III. In view of this, we would like to request authority from your good office to transfer funds to Dinagat Islands Division for the regional conduct of **CY 2023 Mid-year Seminar/Workshop on the Preparation and Consolidation of Financial Reports on July 12-13, 2023** to be hosted by Dinagat Islands Division.

The participants of the above-mentioned seminar/workshop will be the fifteen (15) finance personnel from the region (8 Accounting Unit, 4 Budget Unit, 3 CAO office) and five (5) finance personnel from each division office (Accountant, Budget Officer, 3 Finance Staffs).

The expenses incurred during this activity such as board and lodging shall be charged against **Finance Division MOOE funds** subject to the usual accounting and auditing rules and regulations. Below is the budget breakdown of the expenses.

No.	Unit	Item Description	Qty	Unit Price	Total
1	pax	Board and Lodging (Day 0 or arrival) Meal (dinner @ P350.00/pax) and lodging @ P1,000.00/pax	82	1,350.00	110,700.00
2	pax	Board and Lodging (Day 1)	82	2,000.00	164,000.00
3	pax	Meals - meals and snacks (Day 2)	82	1,000.00	82,000.00
4	pax	Contingency			7,000.00
		Total			363,700.00



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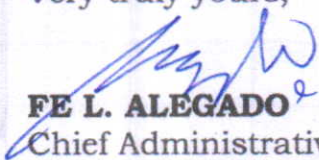
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All Divisions are required to comply with the submission of all reports. The deadline for the submission of all Financial Reports including its Supporting Schedules shall be on July 13, 2023.

Your positive response to this request is highly appreciated.

Very truly yours,


FE L. ALEGADO

Chief Administrative Officer

11 2023 Cms %o Firme

Approved:


MARIA INES C. ASUNCION

Director III

Officer-In-Charge

Office of the Regional Director

FIN/enn
06/01/2023



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Website: <https://caraga.deped.gov.ph/>



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Republic of the Philippines
Department of Education
CARAGA REGION

June 1, 2023

MARIA INES C. ASUNCION

OIC-Regional Director
Department of Education-Caraga Region
J. Rosales Avenue, Butuan City

Dear RD

Greetings!

This is to respectfully request authority from your office to download funds from GAS-MOOE c/o Finance Division Funds to Surigao del Sur Division to cover funding requirements for the meals and venue of participants of the 2nd Quarter FY 2023 DepEd-DBM Full-Time Delivery Unit (FDU) Meeting on June 14, 2023 to be hosted by Surigao del Sur Division.

No. of pax	Amount per pax	Total
DepEd RO (17 pax) + SDO (72 pax)	2,000.00	178,000.00
DBM (10 pax)	2,000.00	20,000.00
Contingency fund	7,000.00	7,000.00
	Total	P205,000.00

Thank you.

Very truly yours,

FE L. ALEGADO

Chief AO, Finance Division

Funds Available:

FE L. ALEGADO

Chief AO, Finance Division

Approved:

MARIA INES C. ASUNCION

Director III
Officer-In-Charge
Office of the Regional Director

FIN/fla
06/01/2023



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Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
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2023-06-07462

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