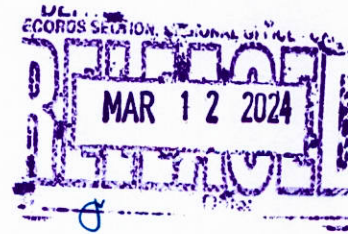




Republic of the Philippines
Department of Education
CARAGA REGION



March 12, 2024

REGIONAL MEMORANDUM

No. 0235, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

**ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
ADMINISTRATION OF PERSONNEL BENEFITS**

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover allotment for payment of Terminal Leave Benefits (TLB) under FY 2024 GAAAO dated January 2, 2024.
2. For the details of this SubARO, kindly coordinate with our Personnel Unit and or Budget Unit.
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.: NONE

Reference: FY 2024 GAA

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

**ADMINISTRATION OF PERSONNEL BENEFITS
SUB-ARO**

FIN/nap
03/12/2024



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Effectivity	02.01.23	Page	1 of 1