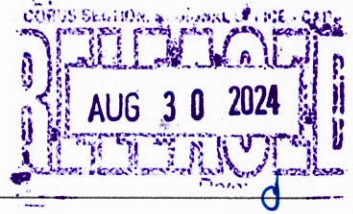




Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
FIN – 2024 – 0868

To: Schools Division Superintendent) Division of Agusan del Norte
All Others Concerned

**ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
BASIC EDUCATION CURRICULUM**

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover Program Support Funds (PSF) for expenses related to the conduct of the 2024 National TechVoc Day, as specified in OSEC-13-24-5599 dated August 24, 2024.
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. The disbursement of such funds shall be subject to existing government accounting and auditing rules and regulations.
4. Immediate dissemination of this Memorandum is desired.

MARIA INES C. ASUNCION

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

Encl.: As stated
Reference: None
To be indicated in the Perpetual Index
under the following subjects:

**ALLOTMENTS
PROGRAMS**

FIN/nap
08/22/2024



Republic of the Philippines
Department of Education
CARAGA REGION

August 20, 2024

MARIA INES C. ASUNCION
Director III
Officer-in-Charge
Office of the Regional Director
This Region

Madam:

This is to respectfully request authority from your office to download funds from OSEC-13-24-5599 to Nasipit National Vocational School (NNVS), Agusan del Norte division for the expenses in celebration with the 2024 National Tech-Voc Day, to wit;

Particular	No. of pax	Cost/Day	Total Amount
Meals	100	1,000.00	100,000.00
Supplies and Materials	100	250.00	25,000.00
Other Expenses (professional fees, logistics, rentals)	1	40,000.00	40,000.00
Contingency		5,000.00	5,000.00
Total			170,000.00

For your approval.

Very truly yours,

Celsa M. Cataluña
CELSA M. CATALUÑA
EPS, CLMD

Funds Available:

Elaine N. Navarro
ELAINE N. NAVARRO
SAO, Finance Division

Recommending Approval:

Bernabe L. Lino
BERNABE L. LINO
Chief, CLMD

Approved:

Maria Ines C. Asuncion
MARIA INES C. ASUNCION
Director III
Officer-in-Charge
Office of the Regional Director

CLMD/cmc
08/20/2024