



Republic of the Philippines
Department of Education
CARAGA REGION



MAY 9 2025

REGIONAL MEMORANDUM
FIN – 2025 – 0480

To: Schools Division Superintendent) Division of Agusan del Norte
) Division of Cabadbaran City
) Division of Surigao City
) Division of Surigao del Sur
) Division of Tandag City

All Others Concerned

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
MADRASAH EDUCATION PROGRAM

1. This office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to cover Program Support Funds (PSF) for the **Cliniquing of 2025 National Festival of Talents (NFOT) – Musabaqah Delegates** and for the **Compensation of Contract of Service (COS) Asatidz handling ALIVE classes**, under OSEC-13-25-00368 dated February 21, 2025 and OSEC-13-25-00868 dated March 21, 2025.
2. Attached for reference are the approved requests.
3. Upon receipt of Sub-ARO, the Schools Division Offices (SDOs) are directed to promptly request the issuance of Notice of Cash Allocation from the DBM Regional Office XIII. The disbursement of these funds shall adhere to standard government accounting and auditing rules and regulations.
4. Immediate dissemination of this Memorandum is highly desired.


MARIA INES C. ASUNCION
Director IV
Regional Director

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

ALLOTMENTS
PROGRAMS

FIN/nap
05/05/2025



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Republic of the Philippines
Department of Education
CARAGA REGION

April 25, 2025

MARIA INES C. ASUNCION

Director IV
Regional Director
This Region

Madam:

This is to respectfully request authority from your office to download funds from the 2025 MEP Funds as **Program Support Funds for the Cliniquing of 2025 NFOT-Musabaqah Delegates** to wit:

For the SDO-Supervised Cliniquing Sessions:

Particulars	Division	No. of Pax	Unit Cost	Total Cost
Meal Expenses for 10 days	Agusan del Norte	8	250.00	20,000.00
	Surigao City	4	250.00	10,000.00
	Tandag City	4	250.00	10,000.00
TOTAL				40,000.00

RO-Supervised Cliniquing Sessions:

Particulars	Division	No. of Pax	Unit Cost	Total Cost
Travel Expenses	Agusan del Norte	5	1,160.00	5,800.00
	Surigao City	3	2,500.00	7,500.00
	Tandag City	6	2,500.00	15,000.00
TOTAL				28,300.00

Summary of funds to be downloaded to SDOs:

Division	Amount
Agusan del Norte	25,800.00
Surigao City	17,500.00
Tandag City	25,000.00
TOTAL	68,300.00

OSEC-13-25-00368

For your approval.



Very truly yours,

RHEA J. YPARRAGUIRRE
EPS-CLMD, MEP Focal Person

Funds Available.

ELAINE N. NAVARRO
SAO, Finance Division

AC-25-5780-MEP-S1-005 140,000

Approved:

MARIA INES C. ASUNCION
Director IV
Regional Director

CLMD/rjy
04/25/2025





Republic of the Philippines
Department of Education
CARAGA REGION

April 25, 2025

MARIA INES C. ASUNCION

Director IV
Regional Director
This Region

Madam:

This is to respectfully request the transfer of funds from the FY 2024 Madrasah Education Program (MEP) Continuing Fund Sub-Allotment Release Order No. **OSEC-13-25-00868** to the implementing Schools Division Offices (SDOs) through the issuance of a Sub-Allotment Release Order (Sub-ARO). These funds will cover the **Compensation of Contract of Service (COS) Asatidz** handling ALIVE Classes in the specified Schools Division Offices.

Below is the breakdown of the required fund allocation:

Division	Compensation of Asatidz		
	Number of COS Asatidz	Rate per Month	Amount
Surigao del Sur	1	12,500 x 12 months	150,000.00
Surigao City	3	12,500 x 12 months	450,000.00
Cabadbaran City	1	12,500 x 12 months	150,000.00
TOTAL	5		750,000.00

The allocation of funds to these Schools Division Offices is based on their approved requests for additional Contract of Service (COS) Asatidz to effectively deliver the ALIVE curriculum and strengthen the implementation of the Madrasah Education Program (MEP). Each COS Asatidz shall be entitled to a regular monthly compensation of Twelve Thousand Five Hundred Pesos (P12,500.00), as specified in DepEd Order No. 11, s. 2024 and the Revised Implementing Guidelines on the Utilization of Fund for Madrasah Education Program (DepEd Order No. 25, s. 2021).

For your approval.

Very truly yours,

RHEA J. VPARRAGUIRRE
EPS-CLMD, MEP Focal Person

Funds Available:

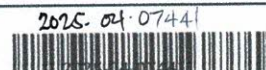
ELAINE N. NAVARRO
SAO, Finance Division

Approved:

MARIA INES C. ASUNCION
Director IV
Regional Director

CLMD/rjy
04/25/2025

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