



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA

RELEASED
MAY 13 2025
BY: NMB
TIME: 3:08 PM

MAY 13 2025

REGIONAL MEMORANDUM
FIN – 2025 – 0495

To: Schools Division Superintendents) Division of Butuan City
All Others Concerned) Division of Cabadbaran City

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR FLEXIBLE
LEARNING OPTIONS – ALTERNATIVE LEARNING SYSTEM (ALS)

1. This office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to cover the travel expenses of participants attending the **Workshop on the Development of Policy on Mapping and Referral Mechanism for Learners with Disabilities in the Alternative Learning System**, under OSEC-13-24-3484 dated March 8, 2024.
2. Attached for reference is the approved request.
3. Upon receipt of the Sub-ARO, the Schools Division Offices (SDOs) are directed to promptly request the issuance of a 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:

ALLOTMENT
PROGRAMS

FIN/nap
05/09/2025



Republic of the Philippines
Department of Education
CARAGA REGION

May 5, 2025

MARIA INES C. ASUNCION

Regional Director

DepEd Caraga

J.P. Rosales Ave., Butuan City

Madam:

We respectfully request authority from your good office to transfer the funds for the two division offices, chargeable against the Alternative Learning System Supplemental Program Support Fund (SARO OSEC-13-24-3484). These funds will cover the travel expenses of the participants outlined in the table below.

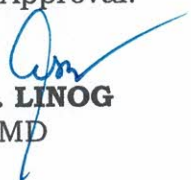
Activity	SDO	Participants	Amount
Workshop on the Development of Policy on Mapping and Referral Mechanism for Learners with Disabilities in the Alternative Learning System	Butuan City	Rachel Cassion	20,069
	Cabadbaran City	Elmer Hindap Jr.	20,239
Total			40,308

Thank you.

Very truly yours,


JOSEPHINE CHONIE M. OBSEÑARES
EPS, ALS Focal Person

Recommended for Approval:


BERNABE L. LINO
Chief, CLMD

Funds Available:


ELAINE N. NAVARRO
Supervising Administrative Office

Approved:


MARIA INES C. ASUNCION
Regional Director