



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA
RELEASED
JUNE 13 2025
BY: NMB
TIME: 9:19 AM

JUNE 13 2025

REGIONAL MEMORANDUM
FIN – 2025 –0579

To: Schools Division Superintendent) Division of Tandag City
All Others Concerned

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

1. This office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to cover expenses in the conduct of **Bi-Annual Meeting of DepEd Caraga Legal Officers**, under FY 2025 GAA.
2. Attached for reference is the approved request.
3. Upon receipt of 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
06/04/2025



Republic of the Philippines
Department of Education
CARAGA REGION

May 30, 2025

MARIA INES C. ASUNCION

Director IV
Regional Director
Office of the Regional Director
Caraga Regional Office
Butuan City

Ma'am;

We would like to request Authority from your good office to transfer funds amounting to ONE HUNDRED TWENTY THOUSAND PESOS ONLY (P120,000.00) from Regional Office MOOE (OC-25-5788-GASS-009) Spearheaded Bi-Annual Meeting to Tandag City Division .

Division	Amount	TOTAL
TANDAG CITY	120,000.00	120,000.00

Very Truly Yours

MARIA PAULITA S. LOMONSOD

Legal Assistant II

Noted by: **ATTY. JESSA D. MANGADLAO-MIOLATA**
Attorney III

ATTY. JOSE B. GUIBONE
Attorney IV

Funds Available: **ELAINE N. NAVARRO**

OIC- Chief of Finance

ATL - 2025 - R-1788 - 00004
ATL - 25 - 5788 - GASS - 020 / 078 120,000 -

Approved:

MARIA INES C. ASUNCION
Regional Director
Office of the Regional Director



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