



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE - CARAGA
RELEASED
AUGUST 7 2025
BY: NMB TIME: 4:04 PM

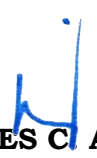
AUGUST 7 2025

REGIONAL MEMORANDUM
FIN – 2025 – 0816

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

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

1. This office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to cover funding requirements for the **FY 2025 Teaching Overload Pay for Teachers**.
2. Attached for reference is the approved request.
3. Upon the 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:

ALLOTMENT
PROGRAMS

FIN/nap
08/01/2025



Republic of the Philippines
Department of Education
CARAGA REGION

July 18, 2025

MARIA INES C. ASUNCION
Director IV
Regional Director
DepEd Caraga Regional Office
J. Rosales Ave., Butuan City

Madam:

This is to request to download a Sub-Allotment Order (SARO) to the **SCHOOLS DIVISION OFFICES** of this Region. The fund is intended to be used to cover funding requirement for **PAYMENT OF FY 2025 TEACHING OVERLOAD PAY FOR TEACHERS**, chargeable against Administration of Personnel Benefits (APB) – Honoraria-Civilian to wit:

SDO	NUMBER OF RECIPIENTS	TOTAL AMOUNT OF TEACHING OVERLOAD PAY
SURIGAO CITY	37	660,465.78
TOTAL		P 660,465.78


SHERYL R. PUYO
AO V/HRMO III

Funds Available:


ELAINE N. NAVARRO
Chief Administrative Officer
Finance Division

Approved:


MARIA INES C. ASUNCION
Director IV
Regional Director

APB Honoraria Civilian

XPD
Prm14

501021001 - Honoraria Civilian



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (082) 225-1151
Telefax No: (085) 342-5959
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph



2025-07-12291

Doc. Ref. Code	RO-ASD-F069	Rev	00
Effectivity	02.01.23	Page	1 of 1

