



Republic of the Philippines
Department of Education
CARAGA REGION

August 20, 2025

MARIA INES C. ASUNCION
Director IV
Regional Director
This Office

Madam:

This is to respectfully request authority from your office to download funds from the Sub-Allotment Release Order (**Sub-ARO**) No. **OSEC-13-25-03950** for the Travel Expenses Voucher (TEV) and communication expenses of the following Assessment Facilitators from the Schools Division Offices (SDOs) during the administration of the FY 2025 National Assessment for School Heads (NASH) held at Butuan City School of Arts and Trades (BCSAT). The assessment mentioned above has the following schedules:

- a. Mock Test – August 30-31, 2025
- b. Actual Examination – September 6-7, 2025

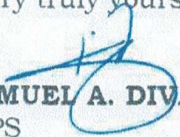
Division	TEV	Communication Expenses	TOTAL Amount
Agusan del Norte	7,600.00	3,000.00	10,600.00
Agusan del Sur	11,000.00	2,500.00	13,500.00
Bayugan City	3,800.00	1,500.00	5,300.00
Bislig City	4,200.00	500.00	4,700.00
Butuan City	1,200.00	2,000.00	3,200.00
Cabadbaran City	800.00	500.00	1,300.00
Surigao City	4,200.00	500.00	4,700.00
Surigao del Norte	4,400.00	500.00	4,900.00
Surigao del Sur	4,400.00	500.00	4,900.00
TOTAL	41,600.00	11,500.00	53,100.00

The funding support will enable participating Assessment Facilitators to effectively administer the FY 2025 National Assessment for School Heads (NASH) in the Caraga region.

Attached is the list of NASH Assessment Facilitators from the identified School Division Offices.

For your approval.

Very truly yours,


JIMUEL A. DIVA
EPS

Funds Available:


ELAINE N. NAVARRO
Chief, Finance Division
RMD 0500 13-25-2982

Recommending Approval:


FLORDELISA R. DALIN
Chief, HRDD

Approved:


MARIA INES C. ASUNCION
Director IV
Regional Director

LIST OF FY 2025 NATIONAL ASSESSMENT FOR SCHOOL HEADS (NASH)
ASSESSMENT FACILITATORS

NO.	NAME	POSITION	DIVISION OFFICE	TEV	COMMUNICATION EXPENSES
1.	Frengie G. Botoy	SEPS	ADN	800.00	500.00
2.	Angel R. Presbitero	EPS-II	ADN	800.00	500.00
3.	Marcelina C. Rañin	P-II	ADN	2,200.00	500.00
4.	Jeho A. Rañin	P-III	ADN	2,200.00	500.00
5.	Lilibeth Apat	EPS	ADN	800.00	500.00
6.	Eugene Godffrey Saarenas	ITO	ADN	800.00	500.00
7.	Jine L. Havana	P-II	ADS	2,200.00	500.00
8.	Joseph Havana	P-III	ADS	2,200.00	500.00
9.	Michael Pareja	P-III	ADS	2,200.00	500.00
10.	Dorothy Joy C. Jalalon	SEPS	ADS	2,200.00	500.00
11.	Ninoree Jayme	ITO	ADS	2,200.00	500.00
12.	Ariel B. Carmelotes	P-I	BYG	2,200.00	500.00
13.	James G. Osmulo	MT-II	BYG	800.00	500.00
14.	Fe H. Lopez	EPS-II	BYG	800.00	500.00
15.	Christopher Jabagat	ITO	Bislig	4,200.00	500.00
16.	Carlos Catalan Jr.	EPS	BXU	300.00	500.00
17.	Joseph Jr. Ampong	P-III	BXU	300.00	500.00
18.	Janice A. Berte	EPS-II	BXU	300.00	500.00
19.	Reylan Alas	P-III	BXU	300.00	500.00
20.	Bobby Y. Corpuz	ITO	CBR	800.00	500.00
21.	Kevin Adrian Rosas	ITO	SC	4,200.00	500.00
22.	Barry Jessie B. Digol	ITO	SDN	4,400.00	500.00
23.	Marvin Minguillan	ITO	SDS	4,400.00	500.00
TOTAL				41,600.00	11,500.00