



Republic of the Philippines
Department of Education
CARAGA REGION

DECEMBER 15, 2025

REGIONAL MEMORANDUM
FIN – 2025 – 1349

To: Schools Division Superintendents) Division of Agusan del Norte
All Others Concerned) Division of Butuan City
) Division of Surigao City

SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR BASIC EDUCATION
CURRICULUM

1. This Office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to fund the travel expenses of participants attending the **Workshop on the Refinement of Policy Guidelines for the 2026 National Festival of Talents (NFOT)**, under FY 2025 GAA.
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 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.

Digitally
signed by
Asuncion
Maria Ines
Casona
Date:
2025.12.06
21:25:43
+0800
MARIA INES C. ASUNCION
Director IV
Regional Director

FIN/nap
12/03/2025



Republic of the Philippines
Department of Education
CARAGA REGION

November 28, 2025

MARIA INES C. ASUNCION

Director IV
Regional Director

Madam:

This is to respectfully request authority from your office to download funds from the 2025 Basic Education Curriculum (BEC) Current Funds, Direct Released as per DBM code 31010010000300 for the Travel Expenses of participants in the Workshop on the Refinement of Policy Guidelines for the 2026 National Festival of Talents, to wit:

Division	No. of pax	Amount per Participant
1. Agusan del Norte	1	19,286.00
2. Butuan City	1	21,042.00
3. Surigao City	1	23,095.00
Total	3	63,423.00

For your approval.

Very truly yours,


CELSA M. CATALUÑA
EPS, CLMD

Recommended for Approval:


BERNABE L. LINO
Chief, CLMD

Funds available:


ELAINE N. NAVARRO
Chief, Finance Division

Approved:


Digitally signed by
Asuncion
Maria Ines
Casona
Date:
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07:58:03
+0800
MARIA INES C. ASUNCION
Director IV
Regional Director

CLMD/cmc
11/28/2025



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02.01.23	00	1 of 1



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