



Republic of the Philippines
Department of Education
CARAGA REGION

JANUARY 26, 2026

REGIONAL MEMORANDUM
FIN – 2026 – 0078

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

SUB-ALLOTMENT RELEASE ORDER (SubARO) FOR GENERAL MANAGEMENT
AND SUPERVISION

1. This Office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to fund the **2026 Regional Festival of Talents (RFOT) and for payment of Gratuity Pay for Job Order Worker**, under FY 2025 and FY 2026 GAA.
2. Attached for reference are the approved requests.
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.

Digitally
signed by
Asuncion
Maria Ines
Casona
Date:
2026.01.23
08:23:46
+0800
MARIA INES C. ASUNCION
Director IV
Regional Director

FIN/nap
01/22/2026



Republic of the Philippines
Department of Education
 CARAGA REGION

January 20, 2026

MARIA INES C. ASUNCION

Director IV
 Regional Director

Madam:

This is to respectfully request authority from your office to download funds to Nasipit National Vocational School (NNVS), Agusan del Norte division from GAS MOOE-CLMD 2026, for the meal expenses, hotel accommodation of the judges, materials, and subsidy for electricity and water to NNVS and NAC from the 2026 CLMD MOOE for the 2026 Regional Festival of Talents (RFOT), to wit:

Particular	No. of pax	Amount per pax/day	Total Amount
3 Meals and snacks for 4 days (Technolympics)	35	800.00	112,000.00
3 Meals and 2 snacks for 5 days (Sining Tanghalan)	17	800.00	68,000.00
3 Meals and 2 snacks for 2 days (Histo Pop)	36	800.00	57,600.00
3 Meals and 2 snacks for 1 day (Read-A-Thon)	30	800.00	24,000.00
3 Meals and 2 snacks for 2 days (Tagisan Ng Talento)	15	800.00	24,000.00
3 Meals and 2 snacks for 1 day (SNEd)	20	800.00	16,000.00
2 Meals (breakfast & lunch & 2 snacks (packed), Musabaqah	110	800.00	88,000.00
3 Meals and 2 snacks for 1 day (Lingo Stars)	20	800.00	16,000.00
3 Meals and 2 snacks for 2 days (STEMazing)	50	800.00	80,000.00
3 Meals and 2 snacks for 2 days (NumbeRace)	50	800.00	80,000.00
Sub-total			565,600.00
Hotel accommodation for Judges for 2 nights (Technolympics)	12	1,000.00	24,000.00
Hotel accommodation for Judges for 4 nights (Sining Tanghalan)	12	1,000.00	48,000.00
Hotel accommodation for Judges for 1 night (Histo Pop)	9	1,000.00	9,000.00
Board & lodging of Judges @ 2,000/night/pax x 2 nights (Musabaqah)	3	4,000.00	12,000.00
Sub-total			93,000.00



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

Doc. Ref. Code		
RO-ASD-F069		
Effectivity	Rev	Page
02.01.23	00	1 of 2



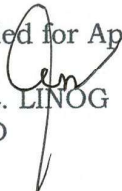
Particular	Quantity	Unit Cost	Total Cost
Dish Gardening (container made of clay)	12 pcs	1,500.00	18,000.00
Assorted plants (6 kind at Php 150. 00 each)	72 pcs	150.00	10,800.00
No.14 Strand Wire	72 mtrs	80.00	5,760.00
No.14 THHN electrical wire	24 feet	140.00	3,360.00
Single pole single throw switch	12 pcs	160.00	1,920.00
Convenience outlet	24 pcs	120.00	2,880.00
Male plug (15A)	12 pcs	60.00	720.00
1 Set 3-gang plate	12 sets	350.00	4,200.00
Marine plywood (3/4 4 x 8)	24 pcs	1,000.00	24,000.00
Fish (Bangus)	12 pcs	250.00	3,000.00
Subsidy for electricity & water - NNVS (20,000) & NAC (10,000)		30,000.00	30,000.00
Sub-total			104,640.00
TOTAL			763,240.00

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 11/21/2022

Approved:


MARIA INES C. ASUNCION
 Director IV
 Regional Director

CLMD/cmc
 01/20/2026



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

Doc. Ref. Code		
RO-ASD-F069		
Effectivity	Rev	Page
07 01 23	00	2 of 2



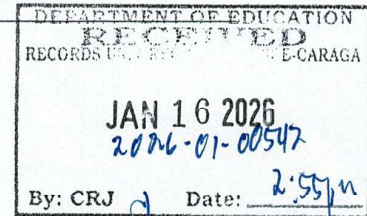
2026-01-00719





Republic of the Philippines
Department of Education
SCHOOLS DIVISION OFFICE OF BAYUGAN CITY

1st Indorsement
January 12, 2026



Respectfully forwarded to Maria Ines C. Asuncion, Regional Director of DepEd Caraga, the herein request of Bayugan City Division for the **funding of gratuity pay** grant to **job order workers** for FY 2025, requesting for appropriate action.


MA. TERESA M. REAL
OIC-Schools Division Superintendent



DepEd Bldg., Palusapis Street, Poblacion, Bayugan City
deped.bayugan@gmail.com
Telephone Numbers: (085) 231-1496, (085) 231-1924
No.: +639628376334