



Republic of the Philippines
Department of Education
CARAGA REGION

FEBRUARY 9, 2026

REGIONAL MEMORANDUM
FIN – 2026 – 0127

To: Schools Division Superintendent) Division of Agusan del Norte
All Others Concerned

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 Schools Press Conference (RSPC)**, under FY 2026 GAA.
2. Attached for reference is the approved request.
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:
2026.02.06
17:45:27
+0800
MARIA INES C. ASUNCION
Director IV
Regional Director

FIN/nap
02/04/2026



Republic of the Philippines
Department of Education
CARAGA REGION

January 23, 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 and Financial Assistance for the Contest Venue from the 2026 CLMD MOOE for the for the 2026 Regional Schools Press Conference (RSPC), to wit:

Particular	No. of pax	Amount per pax/day	Total Amount
Meals and Snacks for Day 0 (am snacks, lunch, pm snacks and dinner)	50	650	32,500.00
Meals and Snacks for Day 1 (breakfast, am snacks, lunch, pm snacks and dinner)	150	800	120,000.00
Meals and Snacks for Day 2 (breakfast, am snacks, lunch, pm snacks and dinner)	200	800	160,000.00
Meals and Snacks for Day 3 (breakfast, am snacks, lunch, pm snacks and dinner)	150	800	120,000.00
Meals and Snacks for Day 4 (breakfast, am snacks, lunch, pm snacks and dinner)	100	800	80,000.00
Meals and Snacks for Day 5 (breakfast, am snacks, lunch, and pm snacks)	100	550	55,000.00
Meal and Snacks (1 lunch and 1 snacks) for athletes ans coaches for the Sportswriting contest (3 phases) and sportwriting for the CDP and OP	35	325	11,375.00
Sub-total			578,875.000
Hotel accommodation for Judges for 4 nights	15	1,000.00	60,000.00
Sub-total			60,000.00
Financial Assistance (Water and Electricity) for the Contest Venue			20,000.00
Sub-total			20,000.00
Grand Total			658,875.00



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



For your approval.

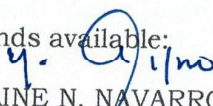
Very truly yours,


GLADYS S. ASIS
EPS, CLMD

Recommended for Approval:


BERNABE L. LINO
Chief, CLMD

Funds available:


ELAINE N. NAVARRO
Chief, Finance Division 

Approved:


MARIA INES C. ASUNCION
Director IV
Regional Director

CLMD/gsa
01/23/2026



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

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



2026-01-01017

