



December 10, 2019



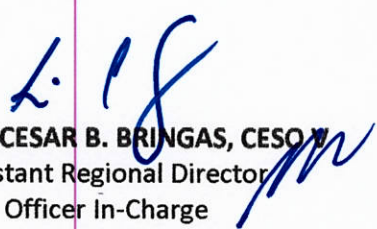
REGIONAL MEMORANDUM

No. 853, s. 2019

**Issuance of Sub-Allotment Release Order (Sub-ARO) for various activities of User Support
Division - ICTS**

**To: Schools Division Superintendents
This Region**

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover traveling expenses of participants for the various activities of User Support Division - ICTS under OSEC 13-19-2424 dated July 12, 2019.
2. Attached is the approved request for transfer.
3. Upon receipt of Sub-ARO, the SDOs shall immediately request for Issuance of Notice of Cash Allocation from the DBM RO XIII and disbursement of such fund shall be subject to existing government accounting and auditing rules and regulations.
4. Immediate dissemination and compliance of this memorandum is hereby directed.


FRANCIS CESAR B. BRINGAS, CESO V
Assistant Regional Director
Officer In-Charge
Office of the Regional Director

FIN/fla/nap
12/10/2019



2019-12-19660

DCC No.: DepEdRO13-F-REC-013/R2/9-4-2019



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(085) 342 - 8207
(085) 342 - 7347
(085) 341- 3899



caraga@deped.gov.ph



caraga.deped.gov.ph



December 6, 2019

DIR. FRANCIS CESAR B. BRINGAS, CESO V
OIC, Office of the Regional Director
DepEd Caraga Regional Office

Dear Sir:

This is to request to download a **Sub Allotment Release Order (SARO)** to all Division Offices of Caraga from the fund downloaded by the ICTS-Central Office with **SARO # OSEC-13-19-2424**. The fund is intended to be used to cover travelling expenses for various activities of User Support Division - ICTS. Below are the distributions per division:

Division	Microsoft Productivity Tools Training for Senior High School Teachers (7 days,Oct. 20-26, 2019)			Microsoft Office 365 Training Workshop for Planning Officers (7 days, Dec. 1-7,2019)			Total
	Naga City			Cagayan De Oro City			
	# of pax	allocation	Total	# of Pax	Allocation	Total	
Agusan del Norte	-	-	-	1	5,460.00	5,460.00	5,460.00
Agusan del Sur	-	-	-	1	5,960.00	5,960.00	5,960.00
Bayugan City	-	-	-	1	5,460.00	5,460.00	5,460.00
Bislig City	2	27,020.00	54,100.00	1	6,960.00	6,960.00	61,060.00
Butuan City	10	26,220.00	262,200.00	1	4,960.00	4,960.00	267,160.00
Cabadbaran City	-	-	-	1	4,960.00	4,960.00	4,960.00
Dinagat Islands	9	27,020.00	243,180.00	1	6,960.00	6,960.00	250,140.00
Siargao Island	4	22,020.00	88,080.00	1	6,960.00	6,960.00	95,040.00
Surigao City	-	-	-	1	5,960.00	5,960.00	5,960.00
Surigao del Norte	4	28,120.00	112,480.00	1	5,960.00	5,960.00	118,440.00
Surigao del Sur	-	-	-	1	6,960.00	6,960.00	6,960.00
Tandag City	2	31,920.00	63,840.00	1	6,960.00	6,960.00	70,800.00
	31	162,320.00	823,800.00	12	73,520.00	73,520.00	897,400.00

Attached is the copy of Sub Allotment Release Order # OSEC-13-19-2424.

For your approval. Thank you.

MARCELINO M. ANON JR.
IT Officer I

Funds Available:

FE L. ALEGADO
Chief, Finance Division

Approved:

FRANCIS CESAR B. BRINGAS, CESO V
OIC-Regional Director



2019-12-1951

DCC No.: DepEdRO13-F-REC-004/R2/9-4-2019



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