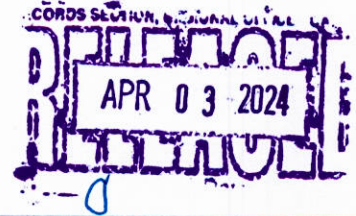




Republic of the Philippines
Department of Education
CARAGA REGION



April 1, 2024

REGIONAL MEMORANDUM

No. 0302, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENT
Butuan City Division
This Region

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
GENERAL MANAGEMENT AND SUPERVISION-ROP

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover expenses in the conduct of the Semi-Annual Convergence Meeting of Regional and Division Supply Officer for 1st Semester of 2024 under FY 2024 GAAAO dated January 02, 2024.
2. Attached is the approved request.
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.

MARIA INES C. ASUNCION
Director III
Officer-In-Charge
Office of the Regional Director

Encl.: as stated
Reference: FY 2024 GAAAO
To be indicated in the Perpetual Index
under the following subjects:

GENERAL MANAGEMENT AND SUPERVISION-ROP
SUB-ARO

FIN/nap
04/01/2024



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Republic of the Philippines
Department of Education
CARAGA REGION

March 22, 2024

MARIA INES C. ASUNCION

Director III, Officer-In-Charge
Office of the Regional Director
DepEd Caraga Regional Office
Butuan City

Madam:

We would like to request Authority from your good office to execute the transfer of allotment amounting to THIRTEEN THOUSAND PESOS PESOS (Php 13,000.00) to Butuan City Division to cover funding requirements on the conduct of the Semi-Annual Convergence Meeting of Regional and Division Supply Officers for First Semester 2024.

Thank you and God bless.

Very truly yours,

ZENYLOU F. BUYAN
AO V, ASD

Funds Available:

FE L. ALEGADO
Chief AO, Finance

Approved:

MARIA INES C. ASUNCION
Director III
Officer-In-Charge
Office of the Regional Director

ASD/zfb
03/22/2024



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