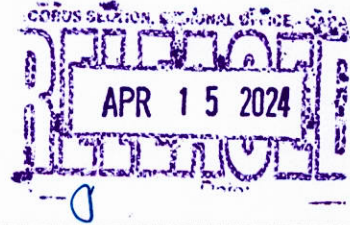




Republic of the Philippines
Department of Education
CARAGA REGION



April 12, 2024

REGIONAL MEMORANDUM

No. 0350, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENT
Division of Dinagat Island
This Region

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
COMPUTERIZATION PROGRAM

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover expenses in the conduct of Network Security Essential Training cum Normalization of DepEd Computerization Program (DCP) Processes and Systems under OSEC-13-24-0765 dated March 12, 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 GAA
To be indicated in the Perpetual Index
under the following subjects:

COMPUTERIZATION PROGRAM
SUB-ARO

FIN/nap
04/12/2024



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
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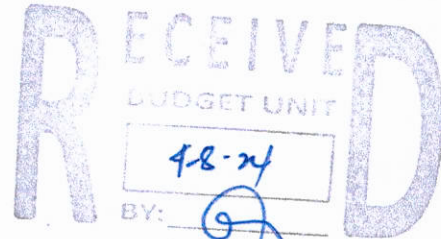
Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	1 of 1



Republic of the Philippines
Department of Education
CARAGA REGION

April 2, 2024

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



Madam:

This is to respectfully request for the issuance of Sub-Allotment Release Order (Sub-ARO) to the Division of Dinagat Islands in the amount of Php 166,600.00 from the DCP fund downloaded by DepEd CO with Sub-ARO number OSEC-13-24-0765. This fund is to cover the payment of board and lodging of participants, use of conference room, Honorarium of the Resource Speakers, and other ICT supplies and materials needed for the Conduct of Network Security Essential Training cum Normalization of DepEd Computerization Program (DCP) Processes and Systems on May 07-10, 2024. Below is the budget allocation:

1. Food and Accommodation	137,600.00
2. Honorarium for 2 Resource Speakers	20,000.00
3. Activity Shirt	9,000.00
Total	Php166,600.00

Attached is the copy of the Sub-ARO OSEC-13-24-0765.

Very truly yours,

MARCELINO M. AHON JR.
ITO I

Funds Available:

Manan 4/8/24
ELAINE N. NAVARRO
Supervising Administrative Officer
Finance Division
ICT OSEC 13-24-0765
bal. 730,717

Approved:

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

ICT/mma
04/02/2024



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