



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA

RELEASED
APR 30 2025
BY: NMB
TIME: 12:36 PM

APR 30 2025

REGIONAL MEMORANDUM

No. **0431**, s. 2025

To: Schools Division Superintendents
All Others Concerned

**ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR HARDSHIP
PAY AND ADMINISTRATION OF PERSONNEL BENEFITS**

1. This office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to cover payment of **FY 2025 Special Hardship Allowance (SHA) and FY 2025 Loyalty Pay Benefits**, under FY 2025 GAA dated January 2, 2025.
2. Attached for reference are the approved requests.
3. Upon receipt of Sub-ARO, the Schools Division Offices (SDOs) are directed to promptly request the issuance of 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.

MARIA INES C. ASUNCION
Director IV
Regional Director

Encl.: None

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

**ALLOTMENTS
PROGRAMS**

FIN/nap
04/23/2025



Republic of the Philippines
Department of Education
CARAGA REGION

April 14, 2025

MARIA INES C. ASUNCION

Director IV
Regional Director
DepEd Caraga Regional Office
J. Rosales Ave., Butuan City

Madam:

This is to request to download a Sub-Allotment Order (Sub-ARO) to the **12 SCHOOLS DIVISION OFFICES** of this Region. The fund is intended to be used to cover funding requirement for **Payment of FY 2025 LOYALTY PAY** chargeable against APB - Administration of Personnel Benefits for FY 2025 of the following:

DIVISION	NUMBER OF RECIPIENTS	AMOUNT
1 AGUSAN DEL NORTE	548	4,030,000.00
2 AGUSAN DEL SUR	906	6,650,000.00
3 BAYUGAN CITY	178	1,300,000.00
4 BISLIG CITY	166	1,105,000.00
5 BUTUAN CITY	537	3,925,000.00
6 CABADBARAN CITY	104	755,000.00
7 DINAGAT	220	1,670,000.00
8 SIARGAO	234	1,705,000.00
9 SURIGAO CITY	212	1,550,000.00
10 SURIGAO DEL NORTE	407	2,885,000.00
11 SURIGAO DEL SUR	765	5,560,000.00
12 TANDAG CITY	135	1,000,000.00
13 REGIONAL OFFICE	30	260,000.00
TOTAL	4442	32,395,000.00


SHERYL R. PUYO
AO V/HRMO III

Funds Available:


ELAINE N. NAVARRO
Supervising Administrative Officer
OIC-Chief, Finance Division

Approved:


MARIA INES C. ASUNCION
Director IV
Regional Director



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Republic of the Philippines
Department of Education
CARAGA REGION

April 15, 2025

MARIA INES C. ASUNCION

Director IV
Regional Director
DepEd Caraga Regional Office
J. Rosales Ave., Butuan City

Madam:

This is to request to download a Sub-Allotment Order (SARO) to the **12 SCHOOLS DIVISION OFFICES** of this Region. The fund is intended to be used to cover funding requirement for **PAYMENT OF THE FY 2025 SPECIAL HARDSHIP ALLOWANCE (SHA)**, chargeable against FY 2025 Special Hardship Allowance amounting to **P 187,676,000.00** to wit:

Division	No. of Recipient Schools (For Teachers assigned in Hardship Posts and Multigrade Classes)	No. of Recipient Schools Districts and CLCs (For Mobile and ALS Teachers)	No. of Teachers Entitled to SHA	PRO-RATED ALLOCATION
Agusan del Norte	25	52	169	8,410,472.00
Agusan del Sur	1311	78	1389	62,652,586.00
Bayugan City	10	20	41	2,706,129.00
Bislig City	8	20	52	2,460,124.00
Butuan City	8	10	76	3,562,381.00
Cabadbaran City	4	4	30	1,379,963.00
Dinagat Island	160	15	363	22,224,032.00
Siargao	49	12	244	11,743,920.00
Surigao City	15	26	97	4,234,555.00
Surigao del Norte	47	13	284	13,366,073.00
Surigao del Sur	172	29	1150	53,669,722.00
Tandag City	5	2	33	1,266,043.00
TOTAL	1814	281	3928	187,676,000.00

Sheryl R. Puyo
SHERYL R. PUYO
AO V/HRMO III

Funds Available:

Elaine N. Navarro
ELAINE N. NAVARRO
Supervising Administrative Officer
OIC-Chief, Finance Division

Approved:

Maria Ines C. Asuncion
MARIA INES C. ASUNCION
Director IV
Regional Director



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