



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA

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JUNE 19, 2025

REGIONAL MEMORANDUM
No. 0611, s. 2025

To: Schools Division Superintendents
All Others Concerned

**ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
DISASTER PREPAREDNESS AND RESPONSE PROGRAM**

1. This office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to cover funds for the implementation of various Disaster Preparedness Programs and Projects as well as response intervention activities during disaster and calamities, under FY 2025 GAA.
2. Attached for reference is the approved request.
3. Upon receipt of 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.

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
06/18/2025



Republic of the Philippines
Department of Education
CARAGA REGION

June 11, 2025

MARIA INES C. ASUNCION

Regional Director
Department of Education-Caraga
J Rosales Avenue., Butuan City

Madame:

Healthy greetings!

We respectfully request for your approval to download a portion of the Disaster Preparedness and Response Program (DPRP) to transfer funds to the 12 Schools Division Offices, for the implementation of various disaster preparedness programs and projects, and response intervention activities during disaster and calamities.

The breakdown of funds to be downloaded are as follows:

Division Office	Amount
Agusan Del Norte Division	546,176.00
Agusan Del Sur Division	794,176.00
Bayugan City Division	172,576.00
Bislig City Division	436,576.00
Butuan City Division	491,776.00
Cabadbaran City Division	144,576.00
Dinagat Island Division	495,776.00
Siargao Division	496,576.00
Surigao City Division	450,176.00
Surigao Del Norte Division	542,176.00
Surigao Del Sur Division	742,176.00
Tandag City Division	141,376.00
Total	5,454,112.00

The funds to be downloaded shall be charged against *FY 2025 DPRP Funds of the Disaster Preparedness and Response Program (DPRP)*.

Very truly yours,

EDMUND D. MENDOZA, PhD
Chief, ESSD

Funds availability:

ELAINE N. NAVARRO
SAO/OIC-Chief, Finance Division

Approved by:
MARIA INES C. ASUNCION
Regional Director

ESSD/cap
06/11/2025



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