



Republic of the Philippines
Department of Education
CARAGA REGION



July 31, 2023

REGIONAL MEMORANDUM

No. 0739, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENT
Division of Butuan City
This Region

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
NATIONAL LITERACY POLICIES AND PROGRAMS

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover TEV to all participants for the conduct of Focus Group Discussions relative to the Literacy Coordinating Council's Research Study on Literacy at Balanghai Hotel and Convention Center, Butuan City under OSEC-13-23-1481 dated March 31, 2023.
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 2023 GAA

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

NATIONAL LITERACY POLICIES AND PROGRAMS
SUB-ARO

FIN/nap
07/31/2023



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Republic of the Philippines
Department of Education
CARAGA REGION

July 21, 2023

MARIA INES C. ASUNCION
OIC-Regional Director
Caraga Region
J. Rosales St., Butuan City

Madam:

In reference to AR-2023-CO-00047 dated March 23, 2023, regarding the Research Study on Literacy FGD, we would like to request authority from your good office to transfer the funds to Butuan City Division chargeable against the National Literacy Policies and Programs SARO No. OSEC-13-23-1481 dated March 31, 2023, to pay for the Travel Expenses Voucher (TEV) to all the participants for the Conduct of Focus Group Discussions Relative to the Literacy Coordinating Council's Research Study on Literacy at Balanghai Hotel and Convention Center, Butuan City.

DIVISION	Amount
1. Butuan City	12,000.00
TOTAL	12,000.00

Thank you.

Very truly yours,

Josephine Chonie M. Obseñares
JOSEPHINE CHONIE M. OBSEÑARES
EPS, ALS Focal Person

Recommended for Approval:

for amy
ISIDRO M. BIOL, JR., PhD
Chief, CLMD

Funds Available:

FE L. ALEGADO
FE L. ALEGADO
Chief, Finance

Approved:

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

CLM/jcmo
07/21/2023



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