



Republic of the Philippines
Department of Education
CARAGA REGION



July 30, 2024

REGIONAL MEMORANDUM
No. 0766, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

**ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
LEARNER SUPPORT PROGRAMS**

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover expenses in connection with the conduct of Workshop on the Validation of the Training Design and Resource Package for Guidance Designates under OSEC-13-24-3722 dated May 20, 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 2023 GAA
To be indicated in the Perpetual Index
under the following subjects:

LEARNER SUPPORT PROGRAMS
SUB-ARO

FIN/nap
07/30/2024



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Effectivity	02.01.23	Page	1 of 1



Certificate No.: PHP QM:
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Republic of the Philippines
Department of Education
CARAGA REGION

July 22, 2024

MARIA INES C. ASUNCION

Regional Director
This Region

Dear RD Asuncion,

Greetings!

May I request to download Program Support Funds (PSF) for the following DepEd Caraga personnel who were sent to NEAP-Region XII, President Qurino Avenue, General Santos City last June 3-8, 2024 to represent our organization during the Workshop on the Validation of the Training Design and Resource Packages for Guidance Designates. PSF shall be charged against OSEC-13-24-3722 to cover the expenses incurred by the participants relative to the above-mentioned activity namely:

NAME	POSITION	SCHOOL/DIVISION	AMOUNT INCURRED
YVONNE R. AVILA	Education Program Supervisor in GMRC/ValEd/ Guidance and Counseling	SDO Cabadbaran	Php4,915.00
NANCY N. CABALLERO, RGC	Guidance Counselor II	BCSAT, Butuan City Division	Php 6,673.00

Travel expenses, per diem and other incidental expenses shall be charged to the downloaded program support fund subject to the usual accounting and auditing rules and regulations.

For your approval.

Very truly yours,

ADRIENE MAE J. CASTAÑOS, PhD
Regional Youth Formation Coordinator

Noted:

JUMER C. CARLON, MD
OIC-CHIEF ESSD

Funds Available:

ELAINE N. NAVARRO
OIC-CHIEF, BUDGET

APPROVED:

MARIA INES C. ASUNCION

Director III
Officer-In-Charge
Office of the Regional Director

ESSD/ajc
07/22/2024



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Doc. Ref. Code	RO-ASD-F069	Rev	00
Effectivity	02.01.23	Page	1 of 1



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