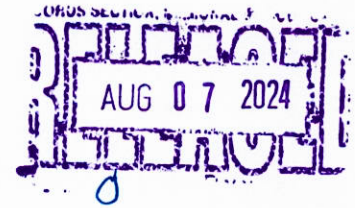




Republic of the Philippines
Department of Education
CARAGA REGION



August 06, 2024

REGIONAL MEMORANDUM
No. 0794, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

**ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
NATIONAL ASSESSMENT SYSTEMS FOR BASIC EDUCATION**

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover travelling expenses for the conduct of Early Language, Literacy and Numeracy Assessment (ELLNA) and/or National Achievement Test for Grade 6 (NATG6) Training Orientation of Testing personnel under OSEC-13-24-3933 dated May 29, 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:

**NATIONAL ASSESSMENT SYSTEMS FOR BASIC EDUCATION
SUB-ARO**

FIN/nap
08/06/2024



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (082) 225-1151
Telefax No: (085) 342-5969
Email: caraga@depd.gov.ph
Website: caraga.depd.gov.ph



2024-08-12373

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Effectivity	02.01.23	Page	1 of 1



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

August 1, 2024

MARIA INES C. ASUNCION

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

Madame:

Relative to the Guidelines on the Use of Travel Expenses on the Conduct of the Early Language, Literacy, and Numeracy Assessment (ELLNA) and/or National Achievement Test for Grade 6 (NATG6) Training and Orientation of Testing Personnel, the undersigned respectfully seeks for your approval to download funds to the following Schools Division Offices:

Schools Division Offices	No. of Pax	No. of Days	Amount per Day	Total Amount
Agusan del Norte	1	2	5,000.00	10,000.00
Agusan del Sur	1	2	5,000.00	10,000.00
Bayugan City	1	2	5,000.00	10,000.00
Bislig City	1	2	5,000.00	10,000.00
Butuan City	1	2	5,000.00	10,000.00
Cabadbaran City	1	2	5,000.00	10,000.00
Dinagat Islands	1	2	5,000.00	10,000.00
Siargao	1	2	5,000.00	10,000.00
Surigao City	1	2	5,000.00	10,000.00
Surigao del Norte	1	2	5,000.00	10,000.00
Surigao del Sur	1	2	5,000.00	10,000.00
Tandag City	1	2	5,000.00	10,000.00
TOTAL				120,000.00

The amount in sum Php 120,000.00 is from the Sub-Allotment Release Order No. OSEC-13-24-3933 which is intended to cover the travel expenses of the participants for the abovementioned activity. Attached in this request letter are the issuances and budget appropriation for your reference.

Thank you.

Very truly yours,

KEVIN HOPE Z. SALVAÑA
EPS, CLMD

Funds available:

ELAINE N. NAVARRO
OIC-Chief, Finance Division
N15910 OSEC 13-24-3933

Noted by:

BERNABE L. LINOG
Chief ES, CLMD

Approved by:

MARIA INES C. ASUNCION
Regional Director
CLMD/khzs
08/01/2024



2024-08-12091

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Effectivity	02.01.23	Page	1 of 1