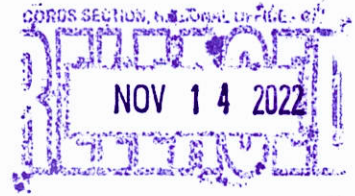




Republic of the Philippines
Department of Education
CARAGA REGION



November 9, 2022

REGIONAL MEMORANDUM
No. 1001, s. 2022

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

**ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
GENERAL MANAGEMENT AND SUPERVISION-ROP**

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover funding requirements for the meals and venue of participants during the 4th quarter FY 2022 DepEd-DBM Full Time Delivery Unit (FDU) Meeting to be hosted by Cabadbaran City Division and conduct of CY 2022 Pre Year-End Conference / Workshop of Finance Division to be hosted by Butuan City Division under FY 2022 GAAAO dated January 3, 2022.
2. Attached are the approved requests.
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.


MA. GEMMA MERCADO LEDESMA
Regional Director

Encl.: as stated
Reference: FY 2022 GAA
To be indicated in the Perpetual Index
under the following subjects:

**GENERAL MANAGEMENT AND SUPERVISION-ROP
SUB-ARO**

BUD/nap
11/09/2022



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph



2022-11-14999

Document Control No:
DepEdRO13-F-REC-013/R3/02-18-2020



Republic of the Philippines
Department of Education
CARAGA REGION

October 28, 2022

MA. GEMMA MERCADO LEDESMA

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

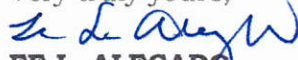
Madam:

This is to respectfully request authority from your office to download funds from GAS-MOOE c/o Finance Division Funds to Cabadbaran City Division to cover funding requirements for the meals and venue of participants of the 4th Quarter FY 2022 DepEd-DBM Full Time Delivery Unit (FDU) Meeting on November 23, 2022 to be hosted by Cabadbaran City Division.

No. of Pax	Amount per Pax	Total
DepEd RO + SDOs (100 pax)	500.00	50,000.00
DBM (10 pax)	500.00	5,000.00
Total		55,000.00

Thank you.

Very truly yours,


FE L. ALEGADO

Chief AO, Finance Division

Funds Available:


FE L. ALEGADO

Chief AO, Finance Division

Approved:


MA. GEMMA MERCADO LEDESMA
Regional Director

FD/atb
10/28/2022



Address: J.P. Rosales Avenue,
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2022-10-14451

Document Control No:
DepEdRO13-F-REC-004/R3/2-18-2020



Republic of the Philippines
Department of Education
CARAGA REGION

October 28, 2022

MA. GEMMA MERCADO LEDESMA

Regional Director
Caraga Region
J. Rosales St., Butuan City

Madam:

We would like to request authority from your good office to transfer funds to Butuan City Division for the conduct of CY 2022 Pre Year-end Conference/Workshop of Finance Division on December 14-15, 2022 to be hosted by Butuan City Division.

The participants of the above-mentioned pre year-end conference will be the twenty (20) finance personnel from the region and two (2) finance personnel from each division office (Accountant and Budget Officer). In addition, the three (3) retired finance personnel from the divisions of Siargao (Accountant), Surigao City (Accountant) and Surigao del Sur (Budget Officer) are invited as resource speakers during the said conference/workshop.

The expenses incurred during this activity such as board and lodging, expenses of resource persons, etc. shall be charged against **Finance Division MOOE funds** subject to the usual accounting and auditing rules and regulations. Below is the budget breakdown of the expenses.

No.	Unit	Item Description	Qty	Unit Price	Total
1	pax	Board and Lodging (Day 0 or arrival) Meal (dinner @ P350.00/pax) and lodging @ P1,000.00/pax	21	1,350.00	28,350.00
2	pax	Board and Lodging	47	2,000.00	94,000.00
3	pax	Resource speakers	3	3,500.00	10,500.00
		Total			132,850.00

Your positive response to this request is highly appreciated.

Very truly yours,


FE L. ALEGADO
Chief Administrative Officer

Approved:


MA. GEMMA MERCADO LEDESMA
Regional Director

FIN/enn
10/28/2022



Address: J.P. Rosales Avenue,
Butuan City
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2022-10-14403

Document Control No:
DepEdRO13-F-REC-004/R3/2-18-2020