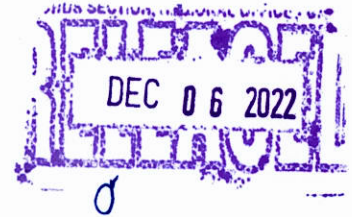




Republic of the Philippines
Department of Education
CARAGA REGION



December 2, 2022

REGIONAL MEMORANDUM

No. 1085, s. 2022

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover travelling expenses of participants during the conduct of Workshop on the Finalization of the Draft Guidelines in the Establishments, Managements and Operation of DepEd Libraries under OSEC-13-22-7984 dated November 22, 2022.
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.


MA. GEMMA MERCADO LEDESMA
Regional Director

Encl.: as stated

Reference: FY 2022 GAA

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

TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS
SUB-ARO

BUD/nap
12/02/2022



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
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Republic of the Philippines
Department of Education
CARAGA REGION

December 1, 2022

MA. GEMMA MERCADO LEDESMA

Regional Director
Department of Education
J. Rosales Ave., Butuan City

Dear RD Ledesma:

This is to respectfully request for the issuance of Sub-Allotment Release Order (Sub-ARO) to the identified Schools Division Offices (SDOs) of Caraga Region from the fund downloaded by the DepEd-CO in the amount of **PhP 18,400.00 with Sub-ARO No. OSEC-13-22-7984**. This fund is to cover **funding requirements for travelling expenses of participants during the conduct of Workshop on the Finalization of the Draft Guidelines in the Establishment, Management and Operation of DepEd Libraries**. Below is the budget allocation per division:

Division	No. of Participants	Name	Amount
Agusan del Norte	1	Junel M. Anino	9,200.00
Butuan City	1	Imie Concepcion Valdez	9,200.00
Total			18,400.00

Attached is a copy of **Sub-ARO No. OSEC-13-22-7984**.

Thank you.

Very truly yours,

Maria Theresa M. Gołosino
MARIA THERESA M. GOLOSINO
Librarian II

Noted:

Isidro M. Biol, Jr.
ISIDRO M. BIOL, JR., PhD.
Chief, CLMD

Funds Available:

FE L. Alegado
FE L. ALEGADO
Chief, Finance

Totale OSEC-13-22-7984

Approved:

MA. Gemma Mercado Ledesma
MA. GEMMA MERCADO LEDESMA
Regional Director

CLM/mmg
12/01/2022



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