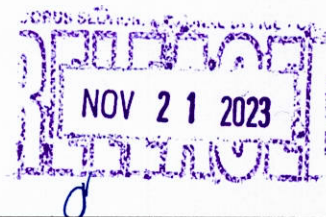




Republic of the Philippines
Department of Education
CARAGA REGION



November 21, 2023

REGIONAL MEMORANDUM

No. 1167, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENT
Division of Siargao
This Region

**ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
DEVELOPMENT AND PROMOTION OF CAMPUS JOURNALISM**

1. This office announces the release of Negative Sub-Allotment Release Order (Sub-ARO) to cover transportation expenses of participants in connection with the conduct of Workshop on the Revision of National Schools Press Conference (NSPC) Manual under OSEC-13-23-2737 dated June 6, 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:

Development and Promotion of Campus Journalism
SUB-ARO

FIN/nap
11/21/2023



Address: J.P. Rosales Avenue, Butuan City
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Republic of the Philippines
Department of Education
CARAGA REGION

November 17, 2023

MARIA INES C. ASUNCION

Director III

Officer-in-Charge

Office of the Regional Director

This Region

Madam:

This is to respectfully request authority from your office to download funds from **OSEC-13-23-2737** to the Schools Division Offices for the transportation expenses of the participants to the *Workshop on the Revision of the National Schools Press Conference (NSPC) Manual* on November 27 to December 1, 2023, at Cebu City, as indicated in the table below.

Division	Quantity	Amount
Agusan del Sur	1	9,380.00
Tandag City	1	9,380.00
Total:	2	18,760.00

For your approval.

Very Truly yours,

GLADYS S. ASIS

EPS, CLMD

Funds Available:

FE L. ALEGADO

Chief, Finance Division

*Journalism OFC 13-23-2737
bal. 28,140 11/20/23*

Recommending Approval:

ISIDRO M. BIOL, JR., PhD

Chief ES, CLMD

MARIA INES C. ASUNCION

Director III

Officer-in-Charge

Office of the Regional Director

CLMD/gsa
11/17/2023