



Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
FIN – 2024 – 1234

NOV 12 2024

To: Schools Division Superintendents) Division of Surigao City
All Others Concerned

**ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
COMPUTERIZATION PROGRAM**

1. This office announces the issuance of Sub-Allotment Release Order (Sub-ARO) to cover expenses for the conduct of *Optimizing DCP Delivery and Disposal through Joint Collaboration of IT and Supply Officer* under OSEC-13-24-2440, dated April 8, 2024.
2. Attached is the approved request for reference.
3. Upon receipt of Sub-ARO, the SDOs shall immediately request the Issuance of Notice of Cash Allocation from the DBM Regional Office XIII. The disbursement of such funds shall be subject to existing government accounting and auditing rules and regulations.
4. Immediate dissemination of this Memorandum is desired.

MARIA INES C. ASUNCION

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

BY THE AUTHORITY OF THE REGIONAL DIRECTOR:

PEDRO TENEBRO ESCOBARTE JR.

Director III
Assistant Regional Director

Encl.: None
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

**ALLOTMENT
PROGRAMS**

FIN/nap
11/07/2024



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Republic of the Philippines
Department of Education
CARAGA REGION

November 5, 2024

MARIA INES C. ASUNCION
Director III
Office of the Regional Director

Ma'am:

This is to respectfully request the issuance of a Sub-Allotment Release order from the fund downloaded by ICTS-CO with SARO # OSEC-13-24-2440 for the SDO Surigao City with the amount of ₱198,000.00 to cover the payment of board and lodging for participants, supplies and materials, and activity shirts for the conduct of Optimizing DCP Delivery and Disposal through Joint Collaboration of IT and Supply Officers on December 4-6, 2024.

Attached is the approved proposal and the copy of the Sub-ARO OSEC-13-24-2440.

Very Truly Yours,

MARCELINO M. AHON, JR.
IT Officer

Fund Available:

ELAINE N. NAVARRO
OIC-Chief, Finance Division

Approved:

MARIA INES C. ASUNCION
Director III
Officer-in-Charge
Office of the Regional Director



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