



Republic of the Philippines
Department of Education
CARAGA REGION



October 7, 2020

REGIONAL MEMORANDUM

No. 431, s. 2020

To: SCHOOLS DIVISION SUPERINTENDENT
SURIGAO DEL SUR DIVISION
This Region

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR TERMINAL
LEAVE BENEFITS (TLB)

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover a portion of funding requirement of Terminal Leave Benefits (TLB) of Ms. Shirley S. Perez, Head Teacher III of Cantilan National High School, Surigao del Sur Division under FY 2020 GAA dated January 6, 2020. The remaining balance is to be requested at DBM Office.
2. Attached are the approved request.
3. 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.


FRANCIS CESAR B. BRINGAS, CESO V
Regional Director

Encls.: as stated

Reference: FY 2020 GAA

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

SUB-ARO
TLB

BUD/nap
10/7/2020



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

October 1, 2020

FRANCIS CESAR B. BRINGAS, CESO V

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

Sir:

This is to request to download a Sub-Allotment Order (SARO) to the **DIVISION OF SURIGAO DEL SUR**. The fund is intended to be used to cover funding requirement for Terminal Leave Benefit (TLB) chargeable against APB-TLB of the following:

Name of Retiree	Total Number of Days TLB	Amount of TLB	Station
SHIRLEY S. PEREZ	271.250	P 476,667.25	Cantilan National High School
For issuance of SARO per balance as of September 2020 :		51,239.30	
To be requested from DBM :		425,427.95	

For your approval. Thank you.


SHERYL R. PUYO

Administrative Officer V/HRMO III

Funds Available:


FE L. ALEGADO

Chief Administrative Officer, Finance Division

Approved:


FRANCIS CESAR B. BRINGAS, CESO V

Director IV
Regional Director

PER/srp
10/1/2020



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SUB-ALLOTMENT RELEASE ORDER

PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA114 100000100002000 - Current Appropriations Administration of Personnel Benefits		REFERENCE: FY 2020 GAA dated 1/6/2020	SUB-ALLOTMENT RELEASE ORDER NO. RO-13-20-0706
		LEGAL BASIS: Republic Act No. 11465 - FY 2020 GAA	DATE: 07-Oct-20
FUND CODE: 01101101	ORGANIZATION CODE: 070010300016	FISCAL YEAR: FY 2020	
PURPOSE: Release of allotment to cover a portion of funding requirement of Terminal Leave Benefits (TLB) of Ms. Shirley S. Perez.			
To: The School Head Cantilan National High School Schools Division of Surigao del Sur 007010916231			Region : 13
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Terminal Leave Benefits - Civilian		PS 5010403001	51,239.30
AMOUNT IN WORDS: *** Fifty One Thousand Two Hundred Thirty Nine Pesos & 30/100 Only ***			Total: <u>51,239.30</u>
NOTE: The allotment herein sub-allotted is valid for obligation until December 31, 2020.			

The above sub-allotments have been made available for expenditures of the Region/Division/School. It is your primary responsibility to keep expenditures within the limits of the amount sub-allotted. Pursuant to Section 41, Book VI of Executive Order No. 292, the incurrence of overdrafts is prohibited. Parties responsible for the incurrence of overdrafts shall be held personally liable therefor. It is understood that the allotments herein authorized shall be used solely for the purposes indicated and disbursements therefrom shall be made in accordance with existing budgeting, accounting and auditing rules and regulations.

CERTIFIED CORRECT:

for
ELAINE N. NAVARRO
Supervising AO, Finance Division

RECOMMENDING APPROVAL:

E. L. ALEGADO
Chief AO, Finance Division

APPROVED:

FRANCIS CESAR B. BRINGAS
Regional Director