



Republic of the Philippines  
**Department of Education**  
CARAGA REGION

DEPARTMENT OF EDUCATION  
RECORDS UNIT, REGIONAL OFFICE-CARAGA

**RELEASED**  
MAY 13 2025  
BY: NMB  
TIME: 2:57 PM

MAY 13 2025

REGIONAL MEMORANDUM

No. 0493, s. 2025

To: Schools Division Superintendents  
All Others Concerned

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

1. This office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to cover funds for the following activities:

- A. Program Support Funds (PSF) for the provision and distribution of Lesson Exemplars (LEs) and Learning Activity Sheets (LASs) for Grades 2 and 8, for the Implementation of the MATATAG Curriculum.
- B. PSF for hauling and delivery services of various Learning Resources (LRs) at the Carmona Warehouse.
- C. Travel expenses for the conduct of various activities by the Bureau of Learning Resources – Quality Assurance Division (BLR-QAD), for Grades 2 & 3 LEs and LASs.
- D. Travel expenses for the conduct of Series of Training and Maintenance Phase of the Learning Resources Management Information System (LRMIS) for the Mindanao Cluster.
- E. PSF for the provision and distribution of transition LR – LEs and LASs for Grades 3 and 5.
- F. Travel expenses of Learning Resource Evaluators (LREs) to conduct the Evaluation Workshop of Grades 2, 5 and 8 Textbooks (TXs) and Teacher's Manual (TMs) – Wave 1 and Wave 2.

2. Attached for reference are the approved requests.

3. Upon receipt of Sub-ARO, the Schools Division Offices (SDOs) are directed to promptly request the issuance of a Notice of Cash Allocation from the DBM Regional Office XIII. The disbursement of these funds shall adhere to standard government accounting and auditing rules and regulations.

4. Immediate dissemination of this Memorandum is highly desired.

  
**MARIA INES C. ASUNCION**  
Director IV  
Regional Director 

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

ALLOTMENTS  
PROGRAMS

FIN/nap  
05/08/2025



Republic of the Philippines  
Department of Education  
CARAGA REGION

April 30, 2025

**MARIA INES C. ASUNCION**

Regional Director  
Department of Education

Madam:

This is to respectfully request for the issuance of Sub-Allotment Release Order (Sub-ARO) to the identified Schools Division Offices (SDO/s) of Caraga Region, to download funds from **PPA-356 – TOIM - OSEC-13-25-02399**, as **PSF for Provision and Distribution of Lesson Exemplars (LEs) and Learning Activity Sheets (LASs) – Grades 2 and 8 for the Implementation of the MATATAG Curriculum**. Below is the budget allocation per division:

| Division          | Enrolment | Allocation    |            | Grade 2 Allocation | Enrolment | Allocation   |           | Grade 8 Allocation | TOTAL ALLOCATION |
|-------------------|-----------|---------------|------------|--------------------|-----------|--------------|-----------|--------------------|------------------|
|                   | Grade 2   | LAS           | LEs        |                    | Grade 8   | LAS          | LEs       |                    |                  |
| AGUSAN DEL NORTE  | 6021      | 1,102,950.00  | 34,111.00  | 1,137,061.00       | 4,659.00  | 425,787.00   | 8,689.00  | 434,476.00         | 1,571,537.00     |
| AGUSAN DEL SUR    | 15052     | 2,757,285.00  | 85,276.00  | 2,842,561.00       | 11,330.00 | 1,035,452.00 | 21,131.00 | 1,056,583.00       | 3,899,144.00     |
| BAYUGAN CITY      | 2136      | 391,280.00    | 12,101.00  | 403,381.00         | 2,053.00  | 187,624.00   | 3,829.00  | 191,453.00         | 594,834.00       |
| BISLIG CITY       | 1941      | 355,560.00    | 10,996.00  | 366,556.00         | 1,166.00  | 106,561.00   | 2,174.00  | 108,735.00         | 475,291.00       |
| BUTUAN CITY       | 6949      | 1,272,945.00  | 39,369.00  | 1,312,314.00       | 5,933.00  | 542,219.00   | 11,065.00 | 553,284.00         | 1,865,598.00     |
| CABADBARAN CITY   | 1654      | 302,986.00    | 9,370.00   | 312,356.00         | 1,343.00  | 122,737.00   | 2,504.00  | 125,241.00         | 437,597.00       |
| DINAGAT ISLANDS   | 2110      | 386,518.00    | 11,954.00  | 398,472.00         | 1,522.00  | 139,096.00   | 2,838.00  | 141,934.00         | 540,406.00       |
| SIARGAO           | 3041      | 557,062.00    | 17,228.00  | 574,290.00         | 2,188.00  | 199,962.00   | 4,080.00  | 204,042.00         | 778,332.00       |
| SURIGAO CITY      | 3094      | 566,771.00    | 17,529.00  | 584,300.00         | 1,897.00  | 173,367.00   | 3,538.00  | 176,905.00         | 761,205.00       |
| SURIGAO DEL NORTE | 4296      | 786,958.00    | 24,338.00  | 811,296.00         | 4,568.00  | 417,471.00   | 8,519.00  | 425,990.00         | 1,237,286.00     |
| SURIGAO DEL SUR   | 10571     | 1,936,437.00  | 59,889.00  | 1,996,326.00       | 7,731.00  | 706,538.00   | 14,419.00 | 720,957.00         | 2,717,283.00     |
| TANDAG CITY       | 1384      | 253,526.00    | 7,853.80   | 261,379.80         | 1,108.00  | 101,260.00   | 2,077.48  | 103,337.48         | 364,717.28       |
| Total             | 58249     | 10,670,278.00 | 330,014.80 | 11,000,292.80      | 45,498.00 | 4,158,074.00 | 84,863.48 | 4,242,937.48       | 15,243,230.28    |

Thank you.

Very truly yours,

**MARIPAZ F. MAGNO**  
EPS-LR Manager

Noted:

**BERNABE L. LINOG**  
Chief, CLMD

Funds Available:

**ELAINE N. NAVARRO**  
SAO, Finance

Approved:

**MARIA INES C. ASUNCION**  
Regional Director

CLMD/mfm  
04/30/2025

Address: J.P. Rosales Avenue, Butuan City  
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Email: [caraga@deped.gov.ph](mailto:caraga@deped.gov.ph)  
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2025-04-07806

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| Doc. Ref. Code | RO-ASD-F069 | Rev  | 00     |
| Effectivity    | 02.01.23    | Page | 1 of 1 |





Republic of the Philippines  
Department of Education  
CARAGA REGION

April 30, 2025

**MARIA INES C. ASUNCION**

Regional Director  
Department of Education

Madam:

This is to respectfully request for the issuance of Sub-Allotment Release Order (Sub-ARO) to the identified Schools Division Offices (SDO/s) of Caraga Region, to download funds to the Schools Division Offices from **PPA-356 TBIMs OSEC-13-25-02429**, as funding requirement for the **PSF for the Hauling and Delivery Services of various LRs at Carmona Warehouse**. Below is the budget allocation per division:

| Division              | Quantity (LRs) | Cost/LR | Allocation        |
|-----------------------|----------------|---------|-------------------|
| 1. Agusan del Norte   | 7,525.00       | 5.00    | 37,625.00         |
| 2. Agusan del Sur     | 17,462.00      | 5.00    | 87,310.00         |
| 3. Bayugan City       | 2,704.00       | 5.00    | 13,520.00         |
| 4. Bislig City        | 1,687.00       | 5.00    | 8,435.00          |
| 5. Butuan City        | 8,627.00       | 5.00    | 43,135.00         |
| 6. Cabadbaran City    | 3,898.00       | 5.00    | 19,490.00         |
| 7. Dinagat Islands    | 5,203.00       | 5.00    | 26,015.00         |
| 8. Siargao Islands    | 6,650.00       | 5.00    | 33,250.00         |
| 9. Surigao City       | 8,107.00       | 5.00    | 40,535.00         |
| 10. Surigao del Norte | 13,086.00      | 5.00    | 65,430.00         |
| 11. Surigao del Sur   | 7,662.00       | 5.00    | 38,310.00         |
| 12. Tanday City       | 1,317.00       | 5.00    | 6,585.00          |
|                       |                |         | <b>419,640.00</b> |

Thank you.

Very truly yours,

**MARIPAZ F. MAGNO**  
EPS-LR Manager

Noted:

**BERNABE L. LINO**  
Chief, CLMD

Funds Available:

**ELAINE N. NAVARRO**  
SAO, Finance

Approved:

**MARIA INES C. ASUNCION**  
Regional Director

CLMD/mfm  
04/30/2025



2025-04-07773

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Republic of the Philippines  
Department of Education  
CARAGA REGION

April 30, 2025

**MARIA INES C. ASUNCION**

Regional Director

Department of Education

Madam:

This is to respectfully request for the issuance of Sub-Allotment Release Order (Sub-ARO) to the identified Schools Division Offices (SDO/s) of Caraga Region, to download funds from PPA-356 – TOIM - OSEC-13-25-00831, as **travel funds to cover travel expenses in the conduct of various activities of the BLR-Quality Assurance Division (Grades 2&3 LEs and ASs)**. Below is the budget allocation per division:

| Division         | Recipient                | Review of the finalized and Finalization of Grades 2 and 3 LEs and ASs | Review of the Revised and Finalization of Grades 2 and 3 LEs and ASs | Enhancement of Version 1 Grades 2 and 3 LEs and ASs | Review of the Revised & Finalization of Grades 2&3 LEs & ASs Version 2 for the Implementation of the MATATAG Curriculum | Total             |
|------------------|--------------------------|------------------------------------------------------------------------|----------------------------------------------------------------------|-----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|-------------------|
| Agusan del Norte | Neil Arado               | 23,000.00                                                              | -                                                                    | -                                                   | -                                                                                                                       | 23,000.00         |
| Bayugan City     | Mancio de la Mente       | 30,000.00                                                              | -                                                                    | -                                                   | -                                                                                                                       | 30,000.00         |
| Butuan City      | Joshua Albia             | 21,500.00                                                              | 21,000.00                                                            | -                                                   | -                                                                                                                       | 42,500.00         |
| Siargao Islands  | Carlo Boris Oraliza      | -                                                                      | -                                                                    | -                                                   | 34,000.00                                                                                                               | 34,000.00         |
| Surigao City     | Paul Andrew Temedal      | 24,000.00                                                              | -                                                                    | -                                                   | 25,000.00                                                                                                               | 49,000.00         |
| Surigao del Sur  | Lieu Gee Keeshia Guillen | 20,500.00                                                              | -                                                                    | -                                                   | 29,000.00                                                                                                               | 49,500.00         |
| Tandag City      | Gemma Espadero           | -                                                                      | 22,000.00                                                            | 22,000.00                                           | 21,000.00                                                                                                               | 65,000.00         |
|                  |                          | 119,000.00                                                             | 43,000.00                                                            | 22,000.00                                           | 109,000.00                                                                                                              | <b>293,000.00</b> |

Thank you.

Very truly yours,

**MARIPAZ F. MAGNG**  
EPS-LR Manager

Noted:

**BERNABE L. LINO**  
Chief, CLMD

Funds Available:

**ELAINE N. NAVARRO**  
SAO, Finance  
Total OSEC-13-25-00831  
Pup. 281,000.

Approved:

**MARIA INES C. ASUNCION**  
Regional Director

CLMD/mfm  
04/30/2025



2025-04-07767

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Republic of the Philippines  
**Department of Education**  
CARAGA REGION

May 2, 2025

**MARIA INES C. ASUNCION**

Regional Director  
Department of Education

Madam:

This is to respectfully request for the issuance of Sub-Allotment Release Order (Sub-ARO) to the identified Schools Division Offices (SDO/s) of Caraga Region, to download funds from PPA-355 – TOIM - **OSEC-13-25-01529, to cover travel expenses for the conduct of Series of Training and Maintenance Phase of the LRMIS for Mindanao Cluster.** Below is the budget allocation per division:

| Division              | No. of Recipients | Travel Fund Allocation |
|-----------------------|-------------------|------------------------|
| 1. Agusan del Norte   | 4                 | 24,800.00              |
| 2. Agusan del Sur     | 4                 | 24,800.00              |
| 3. Bayugan City       | 4                 | 24,800.00              |
| 4. Bislig City        | 4                 | 24,800.00              |
| 5. Butuan City        | 4                 | 24,800.00              |
| 6. Cabadbaran City    | 4                 | 25,200.00              |
| 7. Dinagat Islands    | 4                 | 28,800.00              |
| 8. Siargao Islands    | 4                 | 30,000.00              |
| 9. Surigao City       | 4                 | 26,800.00              |
| 10. Surigao del Norte | 4                 | 26,800.00              |
| 11. Surigao del Sur   | 4                 | 24,800.00              |
| 12. Tandag City       | 4                 | 24,800.00              |
|                       |                   | <b>311,200.00</b>      |

Thank you.

Very truly yours,

  
**MARIPAZ E. MAGNO**  
EPS-LR Manager

Noted:

  
**BERNABE L. LINO**  
Chief, CLMD

Funds Available:

  
**ELAINE N. NAVARRO**  
SAO, Finance

Approved:

  
**MARIA INES C. ASUNCION**  
Regional Director

CLMD/mfm  
05/02/2025



Republic of the Philippines  
Department of Education  
CARAGA REGION

May 2, 2025

**MARIA INES C. ASUNCION**

Regional Director  
Department of Education

Madam:

This is to respectfully request for the issuance of Sub-Allotment Release Order (Sub-ARO) to the identified Schools Division Offices (SDO/s) of Caraga Region, to download funds from PPA-355 – TOIM - **OSEC-13-25-02415, PSF for the Provision and Distribution of Transition LR- LASs and LEs for Grades 3 and 5** . Below is the budget allocation per division:

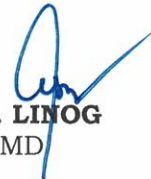
| Division              | GMRC, Makabansa, English, Filipino, Mathematics, and Science LAS and LEs |               |            |               |           |              |            |              | TOTAL<br>ALLOCATION |
|-----------------------|--------------------------------------------------------------------------|---------------|------------|---------------|-----------|--------------|------------|--------------|---------------------|
|                       | Grade 3                                                                  |               |            |               | Grade 5   |              |            |              |                     |
|                       | Enrolment                                                                | LAS           | LEs        | Allocation    | Enrolment | LAS          | LEs        | Allocation   |                     |
| 1. Agusan del Norte   | 6,336                                                                    | 2,045,260.00  | 63,255.00  | 2,108,515.00  | 5,891     | 610,979.00   | 12,468.00  | 623,447.00   | 2,731,962.00        |
| 2. Agusan del Sur     | 15,037                                                                   | 4,853,943.00  | 150,121.00 | 5,004,064.00  | 15,196    | 1,576,037.00 | 32,164.00  | 1,608,201.00 | 6,612,265.00        |
| 3. Bayugan City       | 2,175                                                                    | 702,089.00    | 21,714.00  | 723,803.00    | 2,193     | 227,444.00   | 4,641.00   | 232,085.00   | 955,888.00          |
| 4. Biskig City        | 1,813                                                                    | 585,236.00    | 18,100.00  | 603,336.00    | 1,719     | 178,284.00   | 3,638.00   | 181,922.00   | 785,258.00          |
| 5. Butuan City        | 7,030                                                                    | 2,269,238.00  | 70,184.00  | 2,339,422.00  | 6,564     | 680,778.00   | 13,893.00  | 694,671.00   | 3,034,093.00        |
| 6. Cabadbaran City    | 1,564                                                                    | 504,859.00    | 15,614.00  | 520,473.00    | 1,517     | 157,334.00   | 3,210.00   | 160,544.00   | 681,017.00          |
| 7. Dinagat Islands    | 2,217                                                                    | 715,647.00    | 22,133.00  | 737,780.00    | 2,329     | 241,549.00   | 4,929.00   | 246,478.00   | 984,258.00          |
| 8. Siargao Islands    | 2,978                                                                    | 961,298.00    | 29,730.00  | 991,028.00    | 2,749     | 285,109.00   | 5,818.00   | 290,927.00   | 1,281,955.00        |
| 9. Surigao City       | 3,283                                                                    | 1,059,752.00  | 32,775.00  | 1,092,527.00  | 3,031     | 314,357.00   | 6,415.00   | 320,772.00   | 1,413,299.00        |
| 10. Surigao del Norte | 4,385                                                                    | 1,415,477.00  | 43,777.00  | 1,459,254.00  | 4,521     | 468,890.00   | 9,569.00   | 478,459.00   | 1,937,713.00        |
| 11. Surigao del Sur   | 10,753                                                                   | 3,471,068.00  | 107,352.00 | 3,578,420.00  | 9,815     | 1,017,952.00 | 20,774.00  | 1,038,726.00 | 4,617,146.00        |
| 12. Tandag City       | 1,323                                                                    | 427,064.00    | 13,264.00  | 440,328.00    | 1,297     | 134,517.00   | 2,757.80   | 137,274.80   | 577,602.80          |
| Total                 | 58,894                                                                   | 19,010,931.00 | 587,963.00 | 19,598,950.00 | 56,822    | 5,893,230.00 | 120,276.80 | 6,013,506.80 | 25,612,456.80       |

Thank you.

Very truly yours,

  
**MARIPAZ F. MAGNO**  
EPS-LR Manager

Noted:

  
**BERNABE L. LINOG**  
Chief, CLMD

Funds Available:

  
**ELAINE N. NAVARRO**  
SAO, Finance

Approved:

  
**MARIA INES C. ASUNCION**  
Regional Director

CLMD/mfm  
05/02/2025



Republic of the Philippines  
**Department of Education**  
CARAGA REGION

April 30, 2025

**MARIA INES C. ASUNCION**

Regional Director  
Department of Education

Madam:

This is to respectfully request for the issuance of Sub-Allotment Release Order (Sub-ARO) to the identified Schools Division Offices (SDO/s) of Caraga Region, to download funds from PPA-356 – TOIM - OSEC-13-25-00383, as **travel funds to cover travel expenses of Learning Resource Evaluators (LREs) for the conduct of Evaluation Workshop of Grades 2,5, and 8 Textbooks (TXs) and Teacher's Manual (TMs) – Wave 1 and Wave 2**. Below is the budget allocation per division:

| Division           | Recipient        | Allocation        |
|--------------------|------------------|-------------------|
| 1. Bayugan City    | Corazon Adrales  | 22,000.00         |
| 2. Butuan City     | Marina Sanguenza | 36,000.00         |
| 3. Dinagat Islands | Michael Paso     | 46,000.00         |
|                    | Emelinda Raza    |                   |
|                    |                  | <b>104,000.00</b> |

Thank you.

Very truly yours,

**MARIPAZ F. MAGN**  
EPS-LR Manager

Noted:

**BERNABE L. LINO**  
Chief, CLMD

Funds Available:

**ELAINE N. NAVARRO**  
SAO, Finance

Approved:

**MARIA INES C. ASUNCION**  
Regional Director

CLMD/mfm  
04/30/2025



2025-04-07776

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