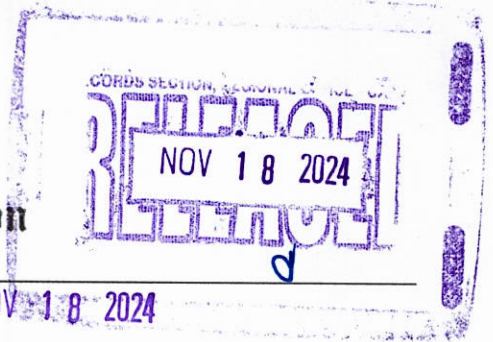




Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
FIN – 2024 – 1264

To: Schools Division Superintendents

) Division of Bislig City
) Division of Surigao del Norte
) Division of Surigao del Sur

All Others Concerned

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

1. This office announces the issuance of Sub-Allotment Release Order (Sub-ARO) to cover travel expenses for the *National Orientation Workshop on the Learning Action Cell (LAC) Session Guides on Positive Discipline* under OSEC-13-24-1791 dated March 20, 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

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

**ALLOTMENT
PROGRAMS**

FIN/nap
11/13/2024



Republic of the Philippines
Department of Education
CARAGA REGION

November 12, 2024

MARIA INES C. ASUNCION

Regional Director

This Region

Madam,

May I kindly request to download of Program Support Funds (PSF) to DepEd Caraga personnel who represented in the National Orientation Workshop on the Learning Action Cell (LAC) Session Guides on Positive Discipline last November 4-8, 2024 at Rajah Park Hotel, Fuente Osmena, Cir, Cebu City. PSF shall be charged against OSEC-13-24-1791 to cover the expenses incurred by the participants relative to the above-mentioned activity as detailed below:

NAME	POSITION	SCHOOL/ DIVISION	AMOUNT INCURRED
Retchel D. Generoso	Division Project Development Officer I/LRP Alternate Coordinator	Bislig City	P14,000.00
Alejandro M. Saclolo, Jr.	Education Program Supervisor	Surigao del Norte	P16,789.92
Megenilla C. Guillen	Education Program Supervisor	Surigao del Sur	P16,415.00
Maricel R. Merida	Secondary Principal 1	Labisma National High School, Bislig City	P14,000.00

Travel expenses, per diem and other incidental expenses shall be charged to the downloaded Learner Rights and Protection Program Support Fund (LRP-PSF), subject to the usual accounting and auditing rules and regulations.

For your approval.

Very truly yours,

ADRILENE MAE J. CASTAÑOS, PhD
Regional LRP Coordinator

Noted:

EDMUND D. MENDOZA, PhD
Chief, ESSD

Funds Available:

ELAINE N. NAVARRO
OIC-Chief, FD

APPROVED:

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

ESSD/sa
11/12/2024