

DEC 17 2024

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REGIONAL MEMORANDUM
FIN - 2024 - 1413

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

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

1. This office announces the issuance of Sub-Allotment Release Order (Sub-ARO) to cover travel expenses of the Learning Resource Evaluators (LREs) for the conduct of **Co-Management of the Evaluation Workshop of DepEd Developed Learning Resources (DDLRs) – Batch 3** under OSEC-13-24-7636 dated November 19, 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
Regional Director

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

ALLOTMENT PROGRAMS

FIN/nap
12/13/2024



Republic of the Philippines
Department of Education
CARAGA REGION

December 10, 2024

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 **OSEC OSEC-13-24-7636**, as **funding requirements for conduct of Co-Management of Evaluation Workshop of DepEd Developed Learning Resources (DDLRs) - Batch 3**. Below is the budget allocation per division:

	Division	Name	Fund Allocation
1	Siargao Islands	Luz Sandra R. Fernandez	• PhP 9,165.00
2	Surigao City	Venus Alburoto	9,165.00
3	Tandag City	Gemma B. Espadero	9,170.00
			PhP 27,500.00

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
Officer In-Charge
Office of the Regional Director

CLMD/mfm
12/10/2024