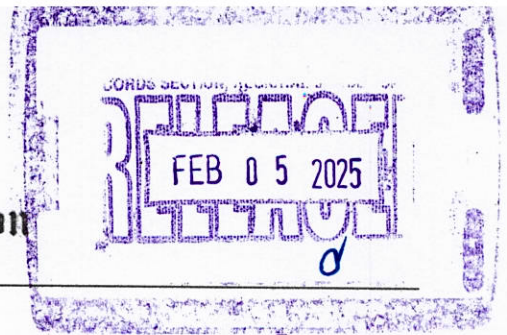




Republic of the Philippines
Department of Education
CARAGA REGION



FEB 05 2025

REGIONAL MEMORANDUM
FIN – 2025 – 0107

To: Schools Division Superintendents) Division of Agusan del Sur
All Others Concerned

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
SPECIAL NEEDS EDUCATION PROGRAM

1. This office announces the issuance of Sub-Allotment Release Order (Sub-ARO) to cover travelling expenses during the **Orientation Workshop on Multi-factored Assessment Tool to School Heads** under OSEC-13-24-5162, dated July 18, 2024.
2. Attached for reference is the approved request.
3. Upon receipt of Sub-ARO, the Schools Division Offices (SDOs) are directed to promptly request the issuance of 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:

ALLOTMENT
PROGRAMS

FIN/nap
02/03/2025



Republic of the Philippines
Department of Education
CARAGA REGION

January 31, 2025

MARIA INES C. ASUNCION

Director IV

Regional Director

Deped Caraga Region

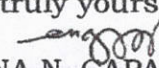
J.P. Rosales Avenue, Butuan City

Madame:

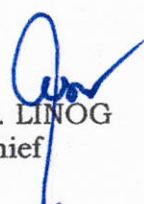
This is to request from your good office the approval on the downloading of fund from SPED Sub-Aro No. OSEC-13-24- 5162 for the travel expenses of Nurse Ellen Grace Evangelio to attend to any health concern of the participants during the Orientation Workshop on Multi-factored Assessment Tool to School Heads on January 22-24, 2025 at Amontay Beach Resort, Nasipit, Agusan del Norte worth **One thousand seven hundred pesos only (1,700.00)** to the Division of Agusan del Sur.

Thank you.

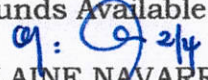
Very truly yours,


ELENA N. CAPANGPANGAN
EPS CLMD/SPED Coordinator

Noted by:


BERNABE L. LINO
CLMD Chief

Funds Available:


ELAINE NAVARRO
SAO- Finance Division

Approved:


MARIA INES C. ASUNCION
Regional Director

CLMD/enc
01/31/2025

Address: J.P. Rosales Avenue, Butuan City

Trunkline No: (082) 225-1151

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