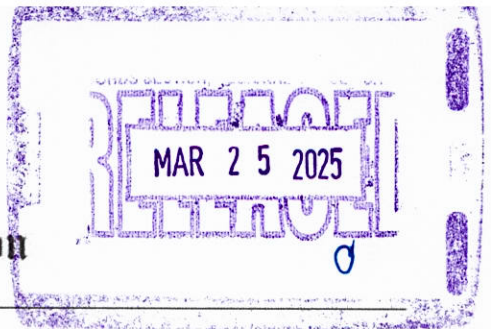




Republic of the Philippines
Department of Education
CARAGA REGION



MAR 25 2025

REGIONAL MEMORANDUM
FIN – 2025 – 0320

To: Schools Division Superintendents) Division of Agusan del Norte
) Division of Agusan del Sur
) Division of Bayugan City
) Division of Butuan City
) Division of Cabadbaran City
) Division of Dinagat Islands
) Division of Surigao City
) Division of Tandag City

All Others Concerned

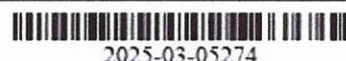
ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS

1. This office announces the issuance of Sub-Allotment Release Order (Sub-ARO) to cover the following activities:
 - A. Travel expenses of Learning Resource Evaluators (LREs) participating in the **Evaluation Workshop of Grade 2, 5, and 8 Textbooks (TXs) and Teacher's Manual (TMs) – Wave 1 and Wave 2**, under OSEC-13-25-00383 dated February 24, 2024.
 - B. Funds for the **Procurement and distribution of manipulative materials for Learners with Disability (LWD)** under FY 2025 GAA.
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 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



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5959
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph



Doc. Ref. Code	RO-ASD-F164	Rev	00
Effectivity	08.09.24	Page	1 of 2



Encl.: None

Reference: As stated

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

ALLOTMENT
PROGRAMS

FIN/nap
03/20/2025



Doc. Ref. Code	RO-ASD-F164	Rev	00
Effectivity	08.09.24	Page	2 of 2



Republic of the Philippines
Department of Education
CARAGA REGION

March 18, 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:

	Name	Division	Amount
1	Abrenica, Perlita B.	Agusan del Norte	32,000.00
2	Comandante, Florence D.		
3	Baldos, Danny O.	Agusan del Sur	16,000
4	Adrales, Corazon F.	Bayugan City	32,000.00
5	De la Mente, Mancio C.		
6	Sanguenza, Marina B.	Butuan City	25,500.00
7	Pelenio, Joel L.	Cabadbaran City	16,000.00
8	Raza, Erlinda L.	Dinagat Islands	32,000.00
9	Paso, Michael C.		
10	Espadero, Gemma B.	Tandag City	16,000.00
Total			169,500.00

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
Regional Director

CLMD/mfm
03/18/2025



Republic of the Philippines
Department of Education
CARAGA REGION

March 19, 2025

MARIA INES C. ASUNCION
Regional Director
Department of Education

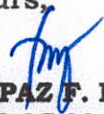
Madam:

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 **Special Provision No. 13, 2025 General Appropriations Act (GAA) Provision of Learning Resources for LWDs**, as funds for the procurement and distribution of manipulative materials for Learners with Disability (LWD). Below is the budget allocation per division:

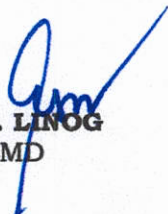
Division	School	Fund Allocation
1 Agusan del Norte	Buenavista SPED ES	1,351,352.00
2 Bayugan City	Bayugan CES SPED Center	1,351,351.00
3 Cabadbaran City	South Cabadbaran CES	1,351,351.00
4 Surigao City	Mariano Espina CES SPED Center	1,351,351.00
Total		5,405,405.00

Thank you.

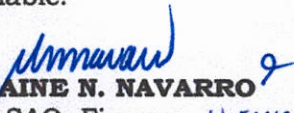
Very truly yours,


MARIPAZ F. MAGNO
EPS-LR Manager

Noted:


BERNABE L. LINOG
Chief, CLMD

Funds Available:


ELAINE N. NAVARRO
SAO, Finance *for FY 2025 CAR-TDMM*

Approved:


MARIA INES C. ASUNCION
Regional Director

CLMD/mfm
03/19/2025