



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA

RELEASED
JUNE 19, 2025

BY: MLG

TIME: 11:52AM

JUNE 19, 2025

REGIONAL MEMORANDUM
FIN – 2025 – 0607

To: Schools Division Superintendent) Division of Agusan del Norte
All Others Concerned

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
BUILDING PARTNERSHIP AND LINKAGES PROGRAM

1. This office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to cover Program Support Funds (PSF) for the **Regional Partners Convergence and Appreciation Program**, under OSEC-13-25-02554.
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 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:

ALLOTMENT
PROGRAMS

FIN/nap
06/18/2025



Republic of the Philippines
Department of Education
CARAGA REGION

June 18, 2025

MARIA INES C. ASUNCION

Director IV
Department of Education – RO XIII, Caraga
JP Rosales Avenue
Butuan City

Madame:

Healthy Greetings!

We respectfully seek your approval to allocate a portion of the Building Partnerships and Linkages Program funds to the Schools Division of Agusan del Norte. This funding will support the inauguration and blessing of the Alternative Learning System – Community Learning Center (ALS-CLC), as well as a partnership engagement visit to Lawan-Lawan, Las Nieves, Agusan del Norte.

This initiative is a collaborative effort with the Department of Education, Local Government Unit (LGU) of the Province of Agusan del Norte and the Municipality of Buenavista, alongside our partners from NEA, ANECO, and UNICEF Philippines. We believe this engagement will strengthen our commitment to educational development and community empowerment.

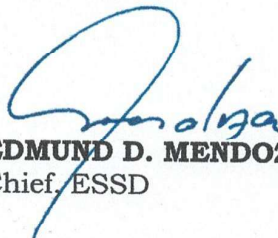
The breakdown of funds to be downloaded are as follows:

Items	Quantity	Amount	Total
Meals	15 persons	Day 1: P1,200 (Breakfast, Lunch, and Dinner) x 15 persons	P18,000.00
	8 persons	Day 2: P450 (Dinner) x 8 persons	P3,600.00
Hotel Accomodations	4 rooms	P2,900 x 2 days x 4 rooms	P23,200.00
Van Rental	1 van	P6,000/day x 2 days	P12,000.00
TOTAL			P56,800.00

The funds to be downloaded shall be charged against OSEC-13-25-02554 allocation of the Building Partnerships and Linkages Program funds.

Thank You.

Very truly yours,


EDMUND D. MENDOZA, PhD.
Chief, ESSD

Funds Available:
4. 9/18
ELAINE N. NAVARRO
OIC-Chief, Finance

Approved: 
MARIA INES C. ASUNCION
Regional Director

ESSD/edm
06/18/2025