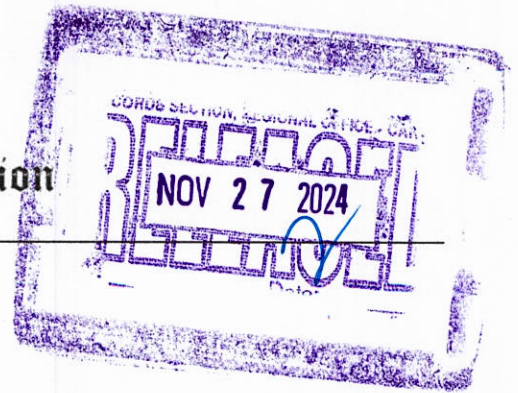




Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
FIN – 2024 – 1306

To: Schools Division Superintendents) Division of Butuan City
All Others Concerned

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
EARLY LANGUAGE LITERACY AND NUMERACY

1. This office announces the issuance of Sub-Allotment Release Order (Sub-ARO) to cover travel expenses of participants for the conduct of **Enhancing the Early Language Literacy and Numeracy (ELLN) Policies and Program following the ELLNA Results** under OSEC-13-23-3014.
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 O. ASUNCION
Director III *P*
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
11/20/2024



Republic of the Philippines
Department of Education
CARAGA REGION

November 19, 2024

MARIA INES C. ASUNCION

Director III
Officer-in-Charge
Office of the Regional Director
DepEd Caraga Region
Butuan City

Madam:

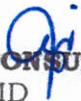
This is to request authority from your good office to transfer the Program Support Fund to the identified participants chargeable against **OSEC-13-23-3014** to cover travel expenses in connection with the conduct of Enhancing the Early Language Literacy and Numeracy (ELLN) Policies and Programs following The ELLNA Results at Eurotel Hotel, Cubao, Quezon City to wit:

Division	Name of Participants/ Station	Unit Amount	Total Amount
Butuan City	Marie Joy M. Intong SDO-CID	18,800.00	P18,800.00

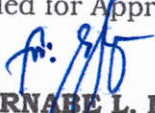
Should the transportation expenses of the participants exceeded the downloaded funds for their division/school, the remaining expenses shall be charged against any available or local funds.

Thank you.

Very truly yours,


MARIA CONSUELO C. JAMERA
EPS, CLMD

Recommended for Approval:


BERNABE L. LINOG
Chief, CLMD

Funds available:


ELAINE N. NAVARRO
SAO, Finance Division

Approved:


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

CLMD/mcj
11/19/2024



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