





Republic of the Philippines
Department of Education
CARAGA REGION

March 28, 2025

MARIA INES C. ASUNCION

Director IV

Regional Director

DepEd Caraga Region

Butuan City

Madam:

The undersigned would like to request authority from your good office to transfer the Program Support Fund to the identified Schools Division Office chargeable against **FY 2024 GAA** to cover expenses related to Early Language Literacy and Numeracy (ELLN)- Completion of Video Lessons for Bridging Primer 3 Orientation to wit:

Division	No. of Pax	Particular	Unit Amount	Total Amount
Agusan del Norte	3	Travel Expenses	1,500.00	P 4,500.00
Butuan City	4	Travel Expenses	1,500.00	6,000.00
Siargao	8	Travel Expenses	1,500.00	12,000.00
Surigao City	30	Host Division		150,202.00
			Total	P172,702.00

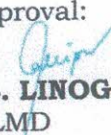
Should the transportation expenses of the participants exceeded the downloaded funds for their division/school, the remaining expenses shall be charged against any available or local funds.

Thank you.

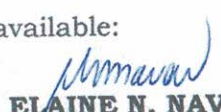
Very truly yours,


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 IV
Regional Director

CLMD/mcj
03/11/2025



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.danet.gov.ph/>



2025-03-05718

Doc. Ref. Code	RO-ASD-F069	Rev	00
Effectivity	02.01.23	Page	1 of 1