





Republic of the Philippines
Department of Education
CARAGA REGION

April 3, 2025

MARIA INES C. ASUNCION

Regional Director

DepEd Caraga

J.P. Rosales Ave., Butuan City

Madam:

We respectfully request the authority to transfer funds amounting to Three Million Three Hundred Seventy-Eight Thousand Six Hundred Pesos (Php 3,378,600.00) to three (3) division offices, chargeable against PSF ALS PPA OSEC-**13-25-00103** funds. This allocation will cover the board and lodging expenses of participants for the conduct of the **Regional Retooling on Beginning Reading and Literacy Instruction Cum Orientation on the Functional Literacy Assessment Tool for Alternative Learning System (ALS) Teachers and Volunteers**. The activity will be conducted in three (3) batches, scheduled as follows:

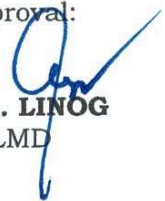
Batch	Schedule	Division Office	Amount
Batch 1	May 1-3, 2025	Surigao del Sur	1,098,000.00
Batch 2	May 7-9, 2025	Cabadbaran City	1,146,000.00
Batch 3	May 21-23, 2025	Butuan City	1,134,600.00
Total			3,378,600.00

Thank you.

Very truly yours,


JOSEPHINE CHONIE M. OBSEÑARES
EPS, ALS Focal Person

Recommended for Approval:


BERNABE L. LINOG
Chief, CLMD

Funds Available:


ELAINE N. NAVARRO
Supervising Administrative Officer

Approved:


MARIA INES C. ASUNCION
Regional Director



2025-04-06054