



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA

RELEASED
MAY 2 2025

BY: NMB

TIME: 2:40 PM

REGIONAL MEMORANDUM
FIN – 2025 –0446

MAY 2 2025

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 Siargao
) Division of Surigao City
) Division of Surigao del Norte
) Division of Surigao del Sur
) Division of Tandag City

All Others Concerned

**ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR
BASIC EDUCATION CURRICULUM**

1. This office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to cover Program Support Funds (PSF) for the travel expenses of the learner-participants and teacher-coaches to the **2025 National Festival of Talents (NFOT)**, under FY 2025 GAA dated January 2, 2025.
2. Attached is the approved request for reference.
3. Upon the 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

Encl.: None
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

**ALLOTMENT
PROGRAMS**

FIN/nap
04/28/2025



Address: J.P. Rosales Avenue, Butuan City
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Republic of the Philippines
Department of Education
CARAGA REGION

April 20, 2025

MARIA INES C. ASUNCION

Director IV
Regional Director

Madam:

This is to respectfully request authority from your office to download funds from the Program Support Funds (PSF) FY 2025 BEC Funds Direct Release NBC 595 for the travel expenses of the learner-participants and teacher-coaches to the 2025 National Festival of Talents (NFOT), to wit:

Division	No.of pax	Amount per pax	Total Amount
1. Agusan del Norte	27	13,860.00	374,220.00
2. Agusan del Sur	2	13,860.00	27,720.00
3. Bayugan City	20	13,860.00	277,200.00
4. Butuan City	23	13,860.00	318,780.00
5. Cabadbaran City	3	13,860.00	41,580.00
6. Siargao	2	13,860.00	27,720.00
7. Surigao City	7	13,860.00	97,020.00
8. Surigao del Norte	7	13,860.00	97,020.00
9. Surigao del Sur	9	13,860.00	124,740.00
10. Tandag City	9	13,860.00	124,740.00
Total	109	13,860.00	1,510,740.00

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

For your approval.

Very truly yours,

[Signature]
CELSA M. CATALUÑA
EPS, CLMD

Recommended for Approval:

[Signature]
BERNABE L. LINO
Chief, CLMD

Funds available:

[Signature]
ELAINE N. NAVARRO
OIC Chief, Finance Division
AK-2025-RJ780-000A7
KL-25-5780-BEL-009

Approved:

MARIA INES C. ASUNCION
Director IV
Regional Director

CLMD/cmc
04/20/2025