



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT - REGIONAL OFFICE-CARAGA
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08 Oct 2026

REGIONAL MEMORANDUM
FIN – 2026 – 1088

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

**SUB-ALLOTMENT RELEASE ORDER (SubARO) FOR HUMAN RESOURCE
DEVELOPMENT FOR PERSONNEL IN SCHOOLS AND LEARNING CENTERS**

1. This Office announces the issuance of a Sub-Allotment Release Order (Sub-ARO) to fund the National Training of Career Guidance Program Core Trainers for Phase 5, under OSEC-13-25-00504.
2. Attached for reference is the approved request.
3. Upon receipt of the 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.

[Signature]
PEDRO TENEBRO ESCOBARTE, JR.
Director III/Assistant Regional Director
Officer-in-Charge
Office of the Regional Director

EGC/FIN/RM- Sub-ARO for Human Resource Development for Personnel in Schools ...
16615/October 5, 2026





Republic of the Philippines
Department of Education
CARAGA REGION

September 21, 2026

ALLAN G. FARNAZO

Regional Director

Department of Education-Caraga, JP Rosales Avenue, Butuan City

Sir:

Healthy greetings!

We respectfully request your approval for the downloading and transfer of a portion of the Learner Support Program (LSP) funds under **OSEC-13-26-02622 Career Guidance Program (CGP)** and from the Human Resource Development for Personnel in Schools and Learning Centers (HRDPSLC) under **OSEC-13-25-00504**, to cover the participation of 3 Registered Guidance Counselors and 1 trainer. These 4 individuals will participate in the **National Training of Career Guidance Program (CGP) Core Trainers (Phase 5)** on October 5-9, 2026, at Elijah Hotel, Dasmariñas City, Cavite.

The downloaded Program Support Funds will cover travel expenses and other logistical requirements related to their participation.

Below is the list of participants, their respective schools and divisions, roles, and corresponding allocations:

Name	School	Division	Role	Fund Source	Budget
Maribel Salvadico	Trento NHS	Agusan del Sur	Trainer	OSEC-13-25-00504	P32,900.36
Anne Bella Pedrosa	Tabon M Estrell NHS	Bislig City	Participant	OSEC-13-26-02622	P20,000.00
Elynor Sayson	Agusan NHS	Butuan City	Participant	OSEC-13-26-02622	P20,000.00
Rio F. Lacastesantos	Taligaman NHS	Butuan City	Participant	OSEC-13-26-02622	P20,000.00
Total:					P 91,900.36

Very truly yours,

ADRIENE MAE J. CASTANOS, Ph.D.
Project Development Officer IV

Funds Availability:

ELAINE N. NAVARRO
Chief, Finance

15740_ESSD/JMJ

Noted by:

EDMUND D. MENDOZA, Ph.D.
Chief, ESSD

Approved by:

ALLAN G. FARNAZO
Director

Digitally signed by Escobarte Pedro Tenebro Jr.
Date: 12:04:52 +0800



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