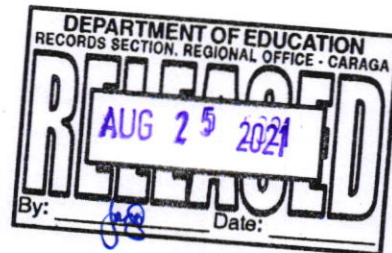




Republic of the Philippines  
**Department of Education**  
CARAGA REGION



August 24, 2021

REGIONAL MEMORANDUM

No. 662, s. 2021

To: SCHOOLS DIVISION SUPERINTENDENTS  
Division of Dinagat Island  
Division of Surigao del Norte and  
Division of Surigao del Sur  
This Region

ISSUANCE OF SUB-ALLOTMENT RELEASE ORDER (Sub-ARO) FOR  
TERMINAL LEAVE BENEFITS (TLB)

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover payment of Terminal Leave Benefits (TLB) of Ms. Sanie T. Gortifacion of Dinagat Island Division, Grace E. Reliquette of Surigao del Norte Division and Ms. Alicia S. Llego of Surigao del Sur Division under FY 2021 GAA - APB dated December 28, 2020.
2. Attached are the approved requests.
3. Upon receipt of Sub-ARO, the SDOs shall immediately request for Issuance of Notice of Cash Allocation from the DBM RO XIII and disbursement of such fund shall be subject to existing government accounting and auditing rules and regulations.
4. Immediate dissemination and compliance of this memorandum is hereby directed.

  
**EVELYN R. FETALVERO, PhD., CESO IV**  
Director IV  
Regional Director

Encls.: as stated  
Reference: FY 2021 GAA  
To be indicated in the Perpetual Index  
under the following subjects:

ADMINISTRATION OF PERSONNEL BENEFITS  
SUB-ARO

BUD/nap  
08/24/2021



Address: J.P. Rosales Avenue,  
Butuan City  
Trunkline No: (085) 342-8207  
Telefax No: (085) 342-5969  
Email: caraga@deped.gov.ph



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