



Republic of the Philippines
Department of Education
CARAGA REGION

May 22, 2020

REGIONAL MEMORANDUM
No. 219, s. 2020

To: SCHOOLS DIVISION SUPERINTENDENT
BUTUAN CITY DIVISION
This Region

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

1. This office announces the release of Sub-Allotment Release Order (Sub-ARO) to cover additional claim for Terminal Leave Benefit (TBL) of Ms. Virginia T. Arabejo of West Central Elementary School under FY 2020 GAA dated January 6, 2020.
2. Attached is the approved request.
3. 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.


FRANCIS CESAR B. BRINGAS, CESO V
OIC – Regional Director

Encls.: as stated
Reference: FY 2020 GAA
To be indicated in the Perpetual Index
under the following subjects:

SUB-ARO
TBL

BUD/nap
05/22/2020



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2020-05-5315

Document Control No:
DepEdRO13-REC-013/R3/02-18-2020



Republic of the Philippines
Department of Education
 CARAGA REGION

May 18, 2020

FRANCIS CESAR B. BRINGAS, CESO V

Director III
 OIC, Office of the Regional Director
 DepEd Caraga Regional Office
 J. Rosales Ave., Butuan City

Sir:

This is to request to download a Sub-Allotment Order (SARO) to the **DIVISION OF BUTUAN CITY**. The fund is intended to be used to cover funding requirement for Terminal Leave Benefit (TLB) chargeable against APB-TLB of the following:

Name of Retiree	Total Number of Days TLB	Amount of TLB
VIRGINIA T. ARABEJO	138.54	P 10,161.81
(Teacher III – West Central Elementary School)		
Actual TLB	- P 197,768.06	
Previous Sub-ARO - P	187,606.25	
Difference	- P 10,161.81	

For your approval. Thank you.

SHERYL R. PUYO

Administrative Officer V/HRMO III

Funds Available:

FE L. ALEGADO

Chief Administrative Officer, Finance Division

Approved:

FRANCIS CESAR B. BRINGAS, CESO V

Director III
 OIC, Office of the Regional Director

PER/srp
 5/18/2020



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2020-05-5169

Document Control No:
 DepEdRO13-REC-004/R3/2-18-2020