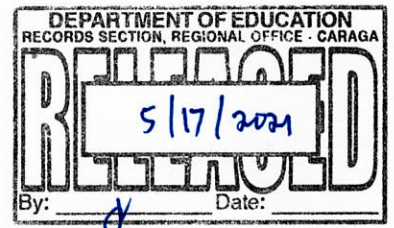




Republic of the Philippines
Department of Education
 CARAGA REGION




May 11, 2021

REGIONAL MEMORANDUM
 No. 292, s. 2021

To: SCHOOLS DIVISION SUPERINTENDENT
 Division of Butuan City
 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 (TBL) of Ms. Perlita H. Manginsay, AO IV of Butuan City Division under FY 2021 GAAO dated December 28, 2020.
2. Attached is the approved request.
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, Ph.D., 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
 05/11/2021



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2021-05-5559

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



Republic of the Philippines
Department of Education
 CARAGA REGION

May 7, 2021

EVELYN R. FETALVERO, PhD., CESO IV

Director IV
 Regional Director
 DepEd Caraga Regional Office
 J. Rosales Ave., Butuan City

Madam:

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	Station
PERLITA H. MANGINSAY (Administrative Officer IV)	95.28	P 157,664.06	Division Office

For your approval. Thank you.


SHERYL R. PUYO
 AO V/HRMO III

Funds Available:


FE L. ALEGADO
 Chief Administrative Officer, Finance Division

Approved:


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

PER/srp
 5/7/2021



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2021-05-5446

Document Control No:
 DepedRO13-F-REC-004/R3/2-18-2020