



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

June 25, 2024

REGIONAL MEMORANDUM

No. **722**, 2024

DISSEMINATION OF THE DBM ADVISORY ON THE SUBMISSION OF FUNDING REQUESTS FOR SUB-ALLOTMENT RELEASE ORDERS (SUB-AROs) ISSUED BY DEPED-REGIONAL OFFICE VIII AND DEPED-CENTRAL OFFICE

To: Schools Division Superintendents
School Heads of Implementing Unit Secondary Schools
All Others Concerned

- Attached is an advisory from the Department of Budget and Management (DBM) dated June 19, 2024 with the subject: **Submission of Funding Requests for Sub-Allotment Release Orders (Sub-AROs) Issued by DepEd-Regional Office VIII and DepEd-Central Office**, for information and guidance of all concerned.
- Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
Regional Director

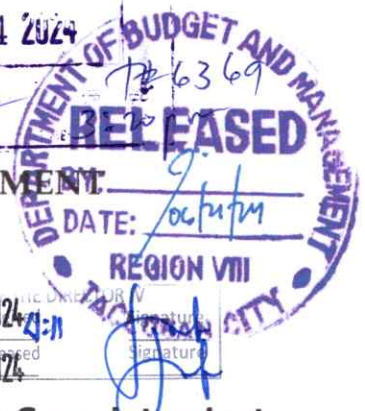
Enclosures: as stated
References: as stated

To be indicated in the Perpetual Index under the following subjects:

NCA REQUEST REGIONAL LUMPSUM

FS-BS-RAD





REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGION VIII

ADVISORY
June 19, 2024

JUN 24 2024
Date and Time Released
JUN 24 2024

FOR : **The Regional Director, Schools Division Superintendents and Heads of Implementing Unit Secondary Schools, Department of Education (DepEd) VIII**

FROM : The Regional Director, DBM RO VIII

SUBJECT : **SUBMISSION OF FUNDING REQUESTS FOR SUB-ALLOTMENT RELEASE ORDERS (SUB-AROs) ISSUED BY DEPED-REGIONAL OFFICE VIII AND DEPED-CENTRAL OFFICE**

1.0 This is in relation to the recent approval¹ of the request of DepEd Regional Office No. VIII to directly release the Notice of Cash Allocation (NCA) to the Lower Level Operating Units (LLOUs) for the following specific lump-sum appropriations for Personnel Services (PS) and Maintenance and Other Operating Expenses (MOOE) items for Fiscal Year 2024, to wit:

- 1.1 Cash Allowance;
- 1.2 Hardship Pay;
- 1.3 Reclassification of Positions;
- 1.4 Terminal Leave Benefits;
- 1.5 Loyalty Pay; and
- 1.6 Magna Carta Benefits.

2.0 Moreover, this will also include Sub-AROs for Centrally-Managed Items (CMIs), among others.

3.0 Anent this, requests should be **directly submitted to DBM by the requesting Schools Division Office or Implementing Units**. (i.e. secondary schools). Likewise, submissions must be made on a **per batch basis** (i.e. every 10th and 20th day of the month only).

4.0 Relatedly, pursuant to DBM Citizen's Charter March 2024 (1st Edition), the following required supporting documents shall be submitted, to wit:

4.1 Special Budget Request (Original copy);

¹ Through letter dated June 11, 2024 for Undersecretary Annalyn M. Sevilla from DBM-Budget and Management Bureau-F

- 4.2 Financial Accountability Report (FAR) No. 1 (Unified Reporting System [URS] –generated and original/certified true copy);
- 4.3 Latest FAR No. 4 (URS-generated and original/certified true copy);
- 4.4 Budget Execution Document (BED) No. 3 (Manually-prepared and original copy);
- 4.5 Computation of Deficiency (Original copy); and
- 4.6 Certified true copy of Sub-ARO.

5.0 For information, guidance, and compliance, please.


IMELDA C. LACERAS, CESO III