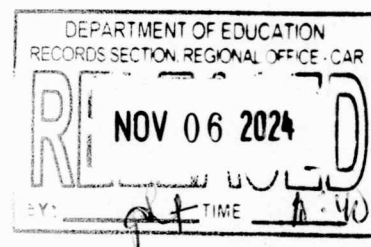




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region



November 6, 2024

**REGIONAL MEMORANDUM**

No. 793-2024

**DISSEMINATION OF MEMORANDUM OUF-2024-0875 "SUBMISSION OF WEEKLY STATUS OF FUND UTILIZATION"**

- To: Assistant Regional Director  
Schools Division Superintendents  
Division Administrative Officer V (Budget Section)  
All Others Concerned
1. Attached is Memorandum OUF-2024-0875 dated November 4, 2024, regarding the submission of weekly report on the status of fund utilization.
  2. In line with this, Schools Division Offices are required to submit weekly updates on the status of fund utilization by **encoding them into the Sub-ARO Monitoring System every Thursday, on or before 5:00 PM.**
  3. All concerned are advised to comply accordingly.

**ESTELA P. LEON- CARIÑO EdD, CESO III**  
Director IV/Regional Director

FINANCE/clp



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601  
Telephone No: (074) 422 – 1318  
Email Address: car@deped.gov.ph



DepEd Tayo Cordillera



<https://depedcar.ph>



Certificate No. PHP QMS

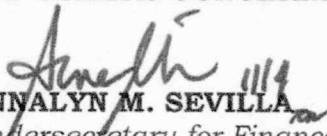


Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR FINANCE

---

**MEMORANDUM**  
**OUF-2024-0875**

**TO :** REGIONAL DIRECTORS  
ALL OTHERS CONCERNED

**FROM :**   
ANNALYN M. SEVILLA  
Undersecretary for Finance

**SUBJECT :** SUBMISSION OF WEEKLY REPORT ON THE STATUS OF FUND UTILIZATION

**DATE :** November 4, 2024

---

Pursuant to the General Appropriations Act (GAA) for FY 2023 (Republic Act No. 11936), funds under the FY 2023 Continuing Capital Outlay and Maintenance and Operating Expenses **shall only be valid for obligation until December 31, 2024**. Hence, to closely monitor proper and timely utilization of these appropriated funds, Secretary Sonny Angara has directed the reporting of **weekly status of fund utilization** of DepEd programs.

In view of the foregoing, all Regional Directors are directed to submit updates on the status of utilization for directly released and downloaded funds in the Sub-Allotment Release Order (Sub-ARO) Monitoring System to ensure that allocated funds are used according to intended purpose and target completion. These updates shall **identify any challenges in fund utilization**, including but not limited to procurement issues, delayed activities, or other time-related constraints, and provide an estimated amount of funds that may lapse as a result of these challenges.

However, since the existing FY 2023 Sub-ARO regional monitoring sheets do not include the FY 2023 directly released funds, the Education Programs Management Office (EPMO) created an additional sheet entitled **FY 2023 FCR** in the Sub-ARO regional monitoring sheets outlining the directly released FY 2023 funds of selected major programs. Therefore, the budget/finance officers are required to provide an update on the FY 2023 directly released funds on the newly added sheet. Kindly refer to the attached Annex "A" of this document for the link of the Sub-ARO monitoring sheet per region.

The updates shall be presented to the Executive Committee and shall serve as the basis for providing recommendations on how the funds may be optimized, ensuring that no significant amounts are left unused.

---

Thus, effective immediately, all Regional Offices are required to submit weekly updates on the status of fund utilization. These updates **must be encoded in the Sub-ARO Monitoring System** (Kindly refer to Annex "A" for the link/QR Code per Region) **every Thursday on or before 5:00 PM.**

Please note that the provision of weekly updates shall only apply to the FY 2023 Funds.

Regular updating of the Sub-ARO Monitoring System, as provided in Memorandum OUF-2024-0254 dated April 29, 2024, shall still apply.

Thank you for your usual cooperation.

cc: **Office of the Secretary**  
**Office of the Undersecretary for Operations**  
**Office of the Assistant Secretary for Field Operations**

REGION	LINK	QR
I	<a href="https://bit.ly/R1-SUBARO-MONITORING">https://bit.ly/R1-SUBARO-MONITORING</a>	
II	<a href="https://bit.ly/R2-SUBARO-MONITORING">https://bit.ly/R2-SUBARO-MONITORING</a>	
III	<a href="https://bit.ly/R3-SUBARO-MONITORING">https://bit.ly/R3-SUBARO-MONITORING</a>	
IV-A	<a href="https://bit.ly/R4A-SUBARO-MONITORING">https://bit.ly/R4A-SUBARO-MONITORING</a>	
IV-B	<a href="https://bit.ly/R4B-SUBARO-MONITORING">https://bit.ly/R4B-SUBARO-MONITORING</a>	
V	<a href="https://bit.ly/R5-SUBARO-MONITORING">https://bit.ly/R5-SUBARO-MONITORING</a>	
VI	<a href="https://bit.ly/R6-SUBARO-MONITORING">https://bit.ly/R6-SUBARO-MONITORING</a>	
VII	<a href="https://bit.ly/R7-SUBARO-MONITORING">https://bit.ly/R7-SUBARO-MONITORING</a>	
VIII	<a href="https://bit.ly/R8-SUBARO-MONITORING">https://bit.ly/R8-SUBARO-MONITORING</a>	
IX	<a href="https://bit.ly/R9-SUBARO-MONITORING">https://bit.ly/R9-SUBARO-MONITORING</a>	
X	<a href="https://bit.ly/R10-SUBARO-MONITORING">https://bit.ly/R10-SUBARO-MONITORING</a>	
XI	<a href="https://bit.ly/R11-SUBARO-MONITORING">https://bit.ly/R11-SUBARO-MONITORING</a>	
XII	<a href="https://bit.ly/R12-SUBARO-MONITORING">https://bit.ly/R12-SUBARO-MONITORING</a>	
XIII	<a href="https://bit.ly/R13-SUBARO-MONITORING">https://bit.ly/R13-SUBARO-MONITORING</a>	
CAR	<a href="https://bit.ly/CAR-SUBARO-MONITORING">https://bit.ly/CAR-SUBARO-MONITORING</a>	
NCR	<a href="https://bit.ly/NCR-SUBARO-MONITORING">https://bit.ly/NCR-SUBARO-MONITORING</a>	