



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

June 2, 2025

**REGIONAL MEMORANDUM**

No. 613 s. 2025

**ADVISORY ON THE ISSUANCE OF NEGATIVE SUB-ALLOTMENT  
RELEASE ORDER (SUB-ARO)**

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

1. Attached is Memorandum OUF-2025-018, dated May 22, 2025, entitled Advisory on the Issuance of Negative Sub-Allotment Release Order (Sub-ARO), for information and guidance of all concerned.
2. Immediate dissemination of and strict compliance with this Memorandum are desired.

**EVELYN R. FETALVERO, CESO III**  
Regional Director

Enclosures: As stated

References: None

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

## ADVISORY

## NEGATIVE SUB-ARO

FD-BS-GJNC





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

DEPARTMENT OF EDUCATION  
**RECEIVED**  
RECORDS SECTION REGIONAL OFFICE NO. VIII

DATE: 5-29-25

TRACKING #: 5263

TIME: 9:41

SIGNATURE:

OFFICE OF THE DIRECTOR III  
Date and Time Received: 5/29/25  
Signature:

MEMORANDUM  
OMF-2025-018

FOR : UNDERSECRETARIES  
ASSISTANT SECRETARIES  
BUREAU AND SERVICE DIRECTORS  
REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS  
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS  
ALL OTHERS CONCERNED

FROM : *John* ATTY. EDSON BYRON K. SY  
Assistant Secretary  
OIC, Undersecretary for Finance

SUBJECT : ADVISORY ON THE ISSUANCE OF NEGATIVE SUB-  
ALLOTMENT RELEASE ORDER (SUB-ARO)

DATE : May 22, 2025

In view of the increasing number of requests to issue **Negative Sub-Allotment Release Orders (Sub-AROs)** for the withdrawal of unobligated balances under various **Centrally Managed Programs (CMPs)**, this advisory is issued to provide guidance on such requests.

Please be informed that Sub-AROs with unobligated balances of **less than Fifty Thousand Pesos (₱50,000.00)** shall no longer be subject to negation. These balances may still be utilized for their original intended purpose, in line with existing guidelines.

In this regard, all concerned offices are reminded to prioritize the utilization of available balances, especially those with validity only until the end of the current fiscal year.

Additionally, all requests for negative Sub-AROs shall be endorsed by the Finance Division to the concerned Central Office units for their concurrence and appropriate action prior to processing.

For your guidance and strict compliance.

Thank you.