



Republic of the Philippines  
Department of Education  
Region VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division Superintendent

November 21, 2022

**DIVISION MEMORANDUM**

No. **0753** s. 2022

**Policy on the Request of Permit to Conduct School Activities**

**TO:** ASDS  
Chiefs CID and SGOD  
Public Schools District Supervisors  
School Heads  
All Others Concerned

1. The Department of Education ensures the effective implementation of the K to 12 curriculum through its implementing guidelines on the school calendar of activities such as the DO 34, s.2022.
2. To ensure safety and strict adherence to the public health standards in the schools and community learning centers (CLCs), this office hereby implements a **one-week protocol** when requesting for an issuance of permit to conduct activities.
3. The schools and CLCs are urged to comply to this protocol and shall be required to submit to this office the pertinent documents and communication anent the request for permit to conduct an activity at least a week before the schedule of the event. No action shall be taken by the office to requests which fail to observe the one-week protocol.
4. This Policy is intended to provide schools and CLCs with direction and guidance in the organizing of curricular and co-curricular operations within the required number of school days while adhering to the public health protocols for the safety of the learners and their learning community.
5. Immediate dissemination and compliance to this memorandum is desired.

  
**BIANITO A. DAGATAN, EdD, CESO V**  
Schools Division Superintendent

