



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
Schools Division of Bohol

**Office of the Schools Division  
Superintendent**

**Division Memorandum**

No. 0482, s. 2023

November 3, 2023

**PREPARATION FOR THE REDESIGNATION OF SCHOOL HEADS  
(OICs, TICs, and SICs)**

To : Assistant Schools Division Superintendents  
Chief, CID and SGOD  
Public Schools District Supervisors  
Public Elementary and Secondary Schools Heads  
All Others Concerned

1. In preparation for the re-designation of School OICs, TICs, and SICs, this Office requires all Public Schools District Supervisors to submit the updated District Directory of School Heads not later than November 6, 2023, attn: Dr. Danilo G. Gudelosao, Assistant Schools Division Superintendent.
2. Interfacing between the Division Committee and the Public Schools District Supervisors will be at the Division Multimedia Room on the following schedules:

Congressional District 1: November 7, 2023, 8:00am – 12:00nn

Congressional District 2: November 7, 2023, 1:00pm – 5:00pm

Congressional District 3: November 8, 2023, 1:00pm – 5:00pm

3. The following shall compose the Division Committee created for the purpose:

Chairperson : **Dr. Danilo G. Gudelosao**  
Assistant Schools Division Superintendent

Vice Chairperson : **Dr. Faustino N. Toradio**  
Assistant Schools Division Superintendent



Address: 0050 Lino Chatto Drive Barangay Cogon, Tagbilaran City, Bohol  
Telephone No.: (038) 411-2544  
Email Address: deped.bohol@deped.gov.ph



Members : **Dr. Carmela M. Restificar**  
CID Chief

**Dr. Marcela R. Bautista**  
SGOD Chief

**Mr. Fermin M. Albutra**  
Administrative Officer V

**Dr. Renato D. Calamba**  
President, PSDSA-

Secretariat : **Ms. Judith S. Apale**, AO IV – Personnel  
**Ms. Maulitte M. Yap**, PO III

4. The usual cooperation of all concerned is enjoined.
5. For guidance and compliance.

  
**EVANGEL M. LUMINARIAS, Ph.D., CESO V**  
Schools Division Superintendent 