



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

**Office of the Schools
Division Superintendent**

March 17, 2025

**DIVISION MEMORANDUM
2024-035**


To: **GENEROSA T. CASTILLO – EPS – Science**
LOLITA M. KIBIR - PSDS
LUCIANO R. BARGASO – SIC, Japer MHS
JIMMY SY – Coach
JOAN BRAVO – Coach
JAMES CARL C. NABLE - Participant
MARTIN AERO M. BALABA-Participant
ROB JASPER E. BATAUSA-Participant
CRISSA MAY P. OCANA-Participant

CYRA A. SUARES-Participant
ARRIANE MHEY G. REYES- Participant
DOXA RAPHA L. LAMOSTE - Participant

SUBJECT: TRANSACT BUSINESS AT US EMBASSY, MANILA

Date: March 19-21, 2025

1. Listed personnel above shall appear before the US Embassy, Manila to subject themselves for biometrics and interview, the usual process to avail US VISA for the Robotics team's representation to the FIRST Lego League World Festival /Championship in Houston, Texas, USA.
2. Transportation, food and other incidental expenses incurred relative to this transaction shall be charged against School/Division MOOE, SEF, and other local funds subject to the usual COA rules and guidelines.
3. This memorandum also serves as **TRAVEL AUTHORITY**.
4. Immediate and wide dissemination of this memorandum is directed.


FAY C. LUAREZ EdD, PhD. TM, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent