



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

**Office of the Schools  
Division Superintendent**

November 20, 2025

**DIVISION MEMORANDUM**

No. **801**, s. 2025

**Indefinite Postponement of the On-boarding Orientation for  
Newly Hired Administrative Officer II**

To: Assistant Schools Division Superintendent  
Chief, CID and SGOD  
Public Schools District Supervisors/Acting PSDS  
Elementary and Secondary School Heads  
Administrative Officer II  
All Others Concerned


This Office informs all concerned that the scheduled **On-boarding Orientation for all newly hired Administrative Officer II (AO-II)**, originally set on December 2-3, 2025, is hereby **postponed indefinitely**.

The postponement is due to scheduling conflicts with the local major activities and the unavailability of resource speakers. The SDO Top Management will be attending the QBEDP 2025-2035 and DEDP Alignment Workshop on December 2–5, 2025, which falls on the same dates.

A new schedule will be announced through a separate memorandum as soon as all necessary arrangements have been finalized.

For the meantime, all newly hired Administrative Officer II are advised to continue coordinating with their respective school heads/immediate supervisors for guidance on initial duties and responsibilities.

Immediate dissemination of this memorandum is enjoined.

  
**FAY C. LUAREZ EdD, PhD.TM, CESO VI**  
Schools Division Superintendent