



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

**Office of the Schools  
Division Superintendent**

December 2, 2025

DIVISION MEMORANDUM  
No. **824** , s. 2025

**CONDUCT OF THE DIVISION PLANNING CONFERENCE IN PREPARATION FOR  
THE DIVISION FESTIVAL OF TALENTS**

To: Assistant Schools Division Superintendent  
Chief, CID and SGOD  
Education Program Supervisors  
PSDS/ APSDS  
School Heads  
All Others Concerned

1. To ensure the smooth, organized and efficient conduct of the Division Festival of Talents (DFOT) 2026, this office shall conduct a planning conference on **December 4, 2025 – 9:00 AM at the SDS office/ SDO Conference Hall.**
2. This activity aims to finalize the date of conduct, essential preparations, harmonize processes and ensure alignment with regional and national guidelines.
3. The conference shall be attended by the ASDS, CID and SGOD Chiefs, EPSvr and Congressional Districts Focal Persons.
4. By the end of the activity, the following are expected outputs:
  - A. Finalized date of CDFOT and DFOT;
  - B. Host Districts (CD and DFOT);
  - C. Division Work Plan;
  - D. Logistics and venue management plan.
5. Expenses relative to the conduct of this activity shall be charged against Division MOOE/ local funds or other available sources subject to the usual government accounting rules and regulations.
6. This memorandum also serves as a **TRAVEL ORDER.**
7. Immediate and wide dissemination of this memorandum is desired.

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

FCL/CID/CMR



Address: 0050 Lino Chatto Barangay Cogon,  
Tagbilaran City, Bohol  
Telephone No.:  
email Address: [deped.bohol@deped.gov.ph](mailto:deped.bohol@deped.gov.ph)  
[www.depedbohol.org](http://www.depedbohol.org)



Deped Tayo Bohol Division

