



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

**Office of the Schools Division
Superintendent**

January 5, 2026

DIVISION MEMORANDUM
No. **038** s. 2026

TO: Assistant Schools Division Superintendent
Education Program Supervisors
Chiefs, CID/SGOD
Public Schools District Supervisors/ Acting PSDS
Secondary and Elementary School Principals/ School Heads
District/ Secondary Administrative Officer II

DISTRIBUTION OF VARIOUS LEARNING MATERIALS FROM SEF, CENTRAL AND REGIONAL OFFICES

- 1) This office has received various learning materials for all elementary and secondary schools for School Year 2025-2026 from SEF, Central and Regional Offices.
- 2) To facilitate the timely and organized distribution of these materials, District and Secondary Administrative Officers II are hereby instructed to pull-out at Old Division Office and Dasitam ES (temporary stockroom) their allocated learning materials starting this, January 2026.
- 3) Travel expenses incurred during the simultaneous retrieval of the materials in relation to this activity shall be chargeable against local or school MOOE funds, subject to the usual accounting and auditing rules and regulations.
- 4) Please coordinate with our Property & Supply team (3) days before your scheduled retrieval, for us to have an ample time to prepare.
- 5) Immediate and wide dissemination of this memorandum is directed to ensure the information and compliance of all concerned.


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

