



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

Office of the Schools Division
Superintendent

Division Memorandum

OSDS/CID/SGOD-2026-11

To: Angelito Morala - **Chairman** – Tabalong Elementary School
Pedro B. Seprado Jr. - Member – Nagtubo Elementary School
Hilario P. Labastilla - Member – Loon Northeast National High School
Darwin P. Nerio - Member – Loon South High School
Graciano Israel Jr. - Member – Baclayon Central School
Alex Ciudadano - Member – Totolan Elementary School
Amador Torralba - Member – Tabalong National High School
Dennis G. Bastasa - Member – Loon North High School

MEMBERS OF THE PHYSICAL FACILITIES TASK FORCE WHO WILL TAKE CARE OF ALL FACILITIES NEEDED BY THE DELEGATION BEFORE, ON, AND AFTER THE DURATION OF THE CVIRAA MEET ON March 23-28, 2026, IN NAGA CITY.

1. In order to set everything before the start of the CVIRAA Meet you are directed to report to the training venue in Valencia Tech Voc. High School, Valencia, Bohol starting Thursday February 12, 2026 at 8:00 A.M.
2. You are also the Advance Party who will travel to Naga City on March 5, 2026 and stay until the end of the CVIRAA Meet.
3. You will prepare the kitchen and other structures needed for the meet for our delegation.
4. You will assist the kitchen Personnel in delivering the snacks and lunch for the athletes, chaperons, and coaches in their different playing venues especially those who are playing far venues if they cannot bring their provision with them due to shortage of time.
5. You are in-charge in facilitating the billeting quarters of the delegation.
6. After the meet you will take charge in bringing back all the materials, and other paraphernalias, to their point of origin.
7. Traveling and meal expenses incurred during the whole duration before, during and after the meet will be charged against CVIRAA funds, subject to the usual accounting and auditing rules and regulations.
8. This memorandum serves as your travel order.
9. For your guidance and compliance.


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