



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

**Office of the Schools
 Division Superintendent**

June 16, 2026

DIVISION MEMORANDUM
 No. **380** , s. 2026

**ADDENDUM TO DIVISION MEMORANDUM NO. 368, S. 2026
 (Conduct of ALS Graduation Ceremonies for School Year 2025–2026)**

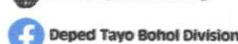
To: Assistant Schools Division Superintendent
 Chief, CID and SGOD
 Education Program Supervisors
 ALS Focal and EPSA

1. Relative to Division Memorandum No. 368, s. 2026, titled *Conduct of ALS Graduation Ceremonies for School Year 2025–2026*, this Office issues the following addendum to ensure proper representation of the Schools Division Office during the conduct of the graduation ceremonies in the various districts and learning centers.
2. All assigned **Education Program Supervisors (EPSs)** are hereby directed to be present during the graduation ceremonies within their respective areas of assignment. They shall serve as representatives of the Schools Division Superintendent and shall provide technical and administrative support to ensure the orderly and successful conduct of the ceremonies. For assignment, refer below:

Date	Venue	EPSvr In-charged
June 29, 2026	Dauis Gymnasium, Dauis District	Jeanylette C Ayson Evelyn H Codilla Generosa T Castillo Jupiter I Maboloc Josephine D Eronico
July 1, 2026	Calape Municipal Gymnasium, Calape District	Jeanylette C Ayson Grace P Mendez Ma Maya V Tumalon
July 2, 2026	Mayor Pablo O Lim Memorial Astrodome	Jeanylette C Ayson Grace P Mendez Generosa T Castillo Evelyn H Codilla Felix C Galacio
July 3, 2026	Pilar Municipal Gymnasium, Pilar District	Jeanylette C Ayson Pablito D Villalon Felix C Galacio



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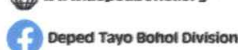
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		Jupiter I Maboloc Generosa T Castillo
July 6, 2026	BJMP Ubay BJMP Carmen	Jeanylette C Ayson Generosa T Castillo Evelyn H Codilla Ma Maya V Tumalon Pablito D Villalon
July 7, 2026	PCPG Multi-Purpose Center BJMP Talibon	Jeanylette C Ayson Pablito D Villalon Grace P Mendez Generosa T Castillo Evelyn H Codilla Josephine D Eronico

3. Specifically, the Education Program Supervisors shall:
 - a. Represent the Schools Division Superintendent during the graduation ceremonies and convey official messages, when authorized;
 - b. Confirm and validate the graduation of learners based on the approved list of completers and graduates;
 - c. distribute the **Diplomas** and **Certificates of Rating (CORs)** to qualified graduates;
 - d. Ensure that the awarding and distribution processes are conducted in accordance with existing DepEd policies and guidelines;
 - e. Observe and document significant highlights, issues, and concerns encountered during the conduct of the ceremonies; and
 - f. Submit a brief post-activity report to the Office of the Schools Division Superintendent through the ALS Focal Person within three (3) working days after the graduation activity.
4. Public Schools District Supervisors, and ALS Implementers are directed to coordinate closely with the assigned Education Program Supervisors to facilitate the smooth implementation of the graduation ceremonies.
5. All provisions of Division Memorandum No. 368, s. 2026 not affected by this addendum shall remain in full force and effect.



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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/



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Deped Tayo Bohol Division

