



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

Office of the Schools  
Division Superintendent

MEMORANDUM  
CID-2025-141

**TO :** Dr. Neolita S. Sarabia - Education Program Supervisor- LRMS  
Mr. Jose Mariñas III – Division ITO  
Dr. Legardo R. Palaca Jr. – School Principal, DCPNHS- SHS  
Mr. Alberto Tibod Jr. – School Principal- Mansasa  
Mr. Jenelo John F. Israel - School Principal, Manga NHS  
Mr. Justino M. Canda - School Principal, Cogon NHS  
Mrs. Corazon H. Samuya - School Principal, DCPNHS-JHS  
Mrs. Garce Marie L. Campos -School Principal, TCSHS

**FROM :** For the SDS:

**WILFREDA D. BONGALOS, PhD, CESO V**  
Schools Division Superintendent

  
**JOHN ARIEL A. LAGURA, PhD.**  
OIC- Assistant Schools Division Superintendent

**SUBJECT :** INSTALLATION OF ADOBE PACKAGE FOR LEARNERS  
**DATE :** June 23, 2025

1. In compliance to DepEd Memorandum 018, s.2025 dated February 11,2025 regarding the use of the Adobe Creative Clouds in the Department, the Division Office through the Division Information Office and CID- Learning Resource Management Section, will conduct orientation and installation to your respective schools on the following dates;

Date	School
June 25, 2025	DCPNHS – SHS ( A.M) San Isidro NHS ( P.M)
June 26, 2025	Manga NHS ( A.M) DCPNHS- JHS ( P.M)
June 27, 2025	Cogon NHS ( A.M ) Mansasa NHS (P.M.) TCSHS ( P.M. )

2. Your cooperation in ensuring the smooth and timely completion of this activity is highly appreciated.

3. For information, guidance and compliance.

WDB/NSS/CID/JTB