



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS – CITY OF TAGBILARAN

**Office of the Schools
Division
Superintendent**

DIVISION MEMORANDUM
No. 620 , s. 2026

August 5, 2026

TO: DR. EDITHA GONE
School Principal IV
Cogon Elementary School

SUBJECT: Designation of Cogon Elementary School as Billeting Venue for the 31st National Music Workshop

1. In reference to the request of the **National Music Competitions for Young Artists (NAMCYA)**, Cogon Elementary School is hereby requested to serve as the **billeting venue** for the participants of the **31st National Music Workshop** to be conducted in Tagbilaran City.

2. The school facilities shall be made available **from September 3–6, 2026**, subject to existing DepEd policies on the use of government facilities and provided that all necessary coordination and logistical arrangements are undertaken by the requesting organization.

In this regard, you are requested to:

1. Coordinate with the NAMCYA representatives regarding the occupancy schedule and billeting requirements to:

MR. BRYAN ANGELO T. BISIN

Project Development and Implementation Assistant, NAMCYA

Mobile Number: 0977-801-0832/0977-801-0831

2. Ensure that school facilities are properly prepared, secured, and maintained throughout the duration of the activity;
 3. Designate appropriate school personnel to facilitate coordination and monitor the use of the facilities; and
 4. Ensure that the premises are restored to their original condition after the activity.
3. Immediate compliance with this Memorandum is desired.

WILFREDA D. BONGALOS PhD CESO V
Schools Division Superintendent

WDB/JAAL/MCC/lem



Address: Rajah Sikatuna Street, Dampas District,
Tagbilaran City, Bohol 6300
Telephone Nos.: (038)427-1702; (038)427-2506
Email Address: tagbilarancity.division@deped.gov.ph

Invitation & Request for Assistance — NAMCYA 2026 Visayas Semifinal Round, Tagbilaran City

From NAMCYA <namcya@gmail.com>

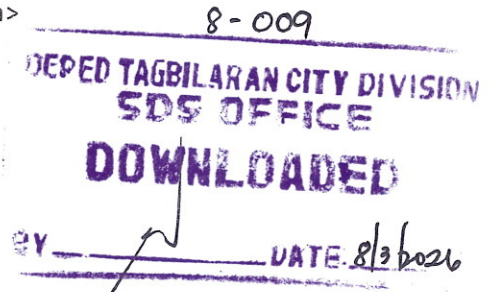
Date Mon 8/3/2026 2:57 PM

To TAGBILARANCITY DIVISION <tagbilarancity.division@deped.gov.ph>

Cc Bryan Angelo Bisin <artisticandprogramasst.namcya@gmail.com>

1 attachment (251 KB)

SDO - Tagbilaran City.pdf;



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Dear Superintendent Bongalos,

Greetings from NAMCYA!

Please find attached our formal letter regarding the NAMCYA 2026 Visayas Cluster Semifinal Round, to be held at the Bohol Cultural Center and Ceremonial Hall, Tagbilaran City, on September 4–5, 2026.

The letter includes a request for your office's assistance in identifying billeting facilities near the venue, as well as an invitation for SPA Music Teachers, MAPEH Teachers, SPA Students, Humanities Students, and other interested participants to join our Traditional Music Workshop on September 4 and witness the Semifinal Round on September 5.

We would greatly appreciate your office's support in coordinating these arrangements. Please don't hesitate to reach out should you need any further information.

Thank you very much, and we look forward to your favorable response.

Warm regards,

BRYAN ANGELO T. BISIN, LPT

M.A Teaching Music, (Candidate)

Program Development and Implementation Assistant



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