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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
CID-2026-194

TO : AIMEE T. AMISTOSO PhD – Education Program Supervisor
BEATRIZ E. INCOG EdD - Education Program Supervisor

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

SUBJECT : OCULAR INSPECTION OF THE RSPC 2026 BILLETING QUARTER IN CALAPE, BOHOL

DATE : November 9, 2026

1. To prepare for the Tagbilaran City Division delegation's participation in the 2026 Regional Schools Press Conference (RSPC), an ocular inspection of the assigned billeting quarters at **Mandaug Elementary School, Calape, Bohol** shall be conducted on **November 11, 2026,** to assess their readiness and suitability for occupancy.

2. The inspection shall specifically assess the adequacy, safety, security, sanitation, and overall condition of the billeting facilities to ensure the welfare and well-being of the division delegates.

3. Travel and other incidental expenses incurred in connection with this activity shall be charged against available Division MOOE funds, subject to the usual accounting and auditing rules and regulations.

4. Immediate compliance with this memorandum is desired.

WDB/JAAL/CID/JTB/ATA

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