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
No. 982 , s. 2026 November 18, 2026

VIRTUAL ORIENTATION FOR SCHOOL HEADS ON THE ADOPT-A-SCHOOL PROGRAM:TAX INCENTIVES AND NO COLLECTION POLICY

To: Assistant Schools Division Superintendent
Chief Education Supervisors (CID, SGOD)
Public Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to Regional Memorandum No. 1082, s. 2026, titled "**Virtual Orientation for School Heads on the Adopt-A-School Program (ASP): Tax Incentives and No Collection Policy,**". all School Heads are hereby directed to participate in the virtual orientation scheduled on **23 November 2026 (Monday), from 1:00 P.M. to 5:00 P.M.** via Microsoft Teams through https://tinyurl.com/Orient-School-Heads-on-ASP

2. The activity aims to enhance the understanding of School Heads on the policies, procedures and documentary requirements for availing tax incentives under the ASP and the proper implementation of the No Collection Policy in managing school partnerships.

3. The orientation shall likewise cover the following topics:

a. overview of the Adopt-A-School Program and its implementing guidelines;
b. eligibility, documentary requirements, and procedures for processing tax applications;
c. roles and responsibilities of School Heads in facilitating and documenting stakeholder donations and contributions; and
d. proper implementation of the No Collection Policy and applicable restrictions on soliciting or collecting contributions from learners, parents, and other stakeholders.

4 The Division Partnership Focal Person shall monitor attendance and provide technical assistance as may be necessary.

5. Wide dissemination of and strict compliance with this Memorandum are desired.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent

WDB/JAAL/MCC/elc

H. Zamora St., Dampas, Tagbilaran City, Bohol
(038)427-1702; (038)427-2506
tagbilarancity.division@deped.gov.ph
http://www.depedtagbilaran.org

Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

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18 NOV 2026

Office of the Regional Director

18 NOV 2026

REGIONAL MEMORANDUM
No. 1082 s. 2026

VIRTUAL ORIENTATION FOR SCHOOL HEADS ON THE ADOPT-A-SCHOOL PROGRAM: TAX INCENTIVES AND NO COLLECTION POLICY

To: Schools Division Superintendents
Assistant Schools Division Superintendents
All Others Concerned

1. To ensure the proper implementation of the Adopt-A-School Program (ASP) and compliance with existing DepEd policies, this Office, through the Education Support Services Division (ESSD), shall conduct a **Virtual Orientation for School Heads on the Adopt-A-School Program (ASP)**, focusing on **Tax Incentives and the No Collection Policy**, on **November 23, 2026 (Monday)**, from **1:00 p.m.** to **5:00 p.m.** via **Microsoft Teams** through **https://tinyurl.com/Orient-School-Heads-on-ASP**.

2. The activity aims to orient School Heads on the policies, procedures, and documentary requirements for availing tax incentives under the ASP and the proper implementation of the No Collection Policy in managing school partnerships.

3. Specifically, the orientation shall cover the following topics:

   a. overview of the Adopt-A-School Program and its implementing guidelines;
   b. eligibility, documentary requirements, and procedures for processing tax incentive applications;
   c. roles and responsibilities of School Heads in facilitating and documenting stakeholder donations and contributions; and
   d. implementation of the No Collection Policy and applicable restrictions on soliciting or collecting contributions from learners, parents, and other stakeholders.

4. The Division Partnerships Focal Persons shall facilitate the participation of their respective School Heads and disseminate the meeting link and other relevant information to the concerned participants.

5. Wide dissemination of and compliance with this Memorandum are enjoined.

DR. ARTURO B. BAYOCOT, CESO III
Regional Director

ABB/FYA/ESSD/TTP/jpl