

Republic of the Philippines



Department of Education REGION XI

SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

CID-2025-147

To/For:

SGOD and CID Chiefs

School Heads and Principals of Public and Private Schools

All Others Concerned

Subject:

DISSEMINATION OF APPROVAL FOR THE DISTRIBUTION OF

INFORMATIONAL BROCHURES TO SCHOOLS

Date

August 14, 2025

In reference to the letter dated August 4, 2025, signed by Director IV Allan G. Farnazo of DepEd Region XI and addressed to Dr. Albert G. Musico, this Office grants approval for the distribution of informational brochures to schools by the Rizal Memorial Colleges personnel, for dissemination to the School Heads/Principals, subject to the following conditions:

- 1. the "no class disruption" policy shall be observed at all times;
- 2. the activity shall follow government-imposed regulations on health and safety protocols; and
- 3. Campaign materials for scholarships (if any) shall confirm that the aforementioned scholarship grants are not part of DepEd's Government Assistance and Subsidies (GAS) Programs.

For private schools, personnel from Rizal Memorial Colleges shall secure approval from the duly constituted authorities or governing board of the institution.

For the information and guidance of all concerned.

LANIE P. ESTACIO, Phd, CESO VI

Schools Division Superintendent

nepEd Schools Division of Digos GITV

DATE:

BY:___

Enclosed: As stated.

CID/jbc



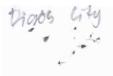




Address: Roxas cor. Lopez Jaena Streets, Zone II, Digos City (8002)

Telephone Nos.: (082) 553-8375; (082) 553-8396

Email: digos.city@deped.gov.ph **Website:** depeddigoscity.org





Republic of the Philippines

Department of Education

DAVAO REGION

August 4, 2025

DR. ALBERT G. MUSICO

Area Director-RMC Branches Rizal Memorial Colleges, Inc. Poblacion 7-A, Lopez Jaena and F. Torres Sts. Marfori Heights, Davao City

Dear Dr. Musico:

This has reference to your letter (copy is attached) seeking permission for courtesy visits to school principals within Davao Region in order to distribute informational brochures to advertise Rizal Memorial Colleges' undergraduate and undergraduate programs from August to December 2025.

For public schools, this Office interposes no objection to the request, provided that the following are ensured:

- 1. approval of the concerned Schools Division Superintendent shall be secured;
- 2. **the no class disruption policy** shall be observed at all times;
- 3. the activity shall follow government-imposed regulations on health and safety protocols; and
- 4. campaign materials for scholarships (if any) shall confirm that the aforementioned scholarship grants are not part of DepEd's Government Assistance and Subsidies (GAS) Programs.

For private schools, please refer your request to the duly constituted authorities or the governing board of the institutions

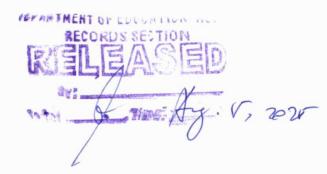
Very truly yours,

ALLAN G. FARNAZO

Copy furnished:

All Schools Division Superintendents DepED RO XI

ROQ1/jsa





TOV MORE



Rizal Memorial Colleges, Inc.

RMC Buildings, Población 7-A, Lopez Jaena & F. Torres Sts. Marfori Heights, Davao City

July 29, 2025

DR. ALLAN G. FARNAZO

Regional Director Department of Education – Region XI F. Torres St., Davao City 3 C JUL 2025 7XR 1783

ATTENTION: MR. JENELITO F. ATILLO

Quality Assurance Division Manager

Subject: Request for Permission to Distribute RMC Brochures to School Principals/Heads in Davao Region from August to December 2025

Dear Dr. Farnazo:

Greetings from Rizal Memorial Colleges, Inc.!

We respectfully write to request your favorable consideration to allow our team to conduct courtesy visits to school principals within the Davao Region. The purpose of these visits is to distribute informational brochures featuring the undergraduate and graduate programs offered at our institution.

Please be assured that these visits will be brief and will not disrupt any ongoing classes or school activities. Our intention is to provide school heads with relevant materials that may be useful in guiding their faculty and students in pursuing higher education.

We hope for your kind support and approval of this initiative. Should there be any necessary documents or procedures to complete this request, we are more than willing to comply.

Thank you very much for your attention and continued support to educational institutions like ours.

Respectfully yours,

DR. ALBERT G. MUSICOArea Director – RMC Branches

MR. LORENZO RAPHAEL L. MAGNO

Vice President for Administration