



**Republic of the Philippines**  
**Department of Education**  
 REGION VIII - EASTERN VISAYAS

January 6, 2025

**REGIONAL MEMORANDUM**

No. **018** s.2025

**REGIONAL COORDINATION MEETING AND OCULAR INSPECTION  
 OF THE BILLETING SCHOOLS AND CONTEST VENUES  
 FOR THE 2025 REGIONAL FESTIVAL OF TALENTS  
 (RFOT) AND REGIONAL SCHOOLS  
 PRESS CONFERENCE (RSPC)**

To: Schools Division Superintendent  
 All Others Concerned

1. In preparations of the 2025 Regional Festival of Talents (RFOT) and Regional Schools Press Conference, this Office, through the Curriculum and Learning Management Division (CLMD) shall hold a Regional Coordination Meeting and Ocular Inspection of the Billeting Schools and Contest Venues with the SDO and LGU Borongan City officials being the host of the aforesaid activity on January 23-24, 2025 at Borongan City.

2. The activity aims to:
- a. finalize the agreed necessary preparations of SDO and LGU Borongan City on the hosting of the 2025 RFOT and RSPC;
  - b. discuss the Terms of Reference of the working committees for both of the host division and the regional office as well;
  - c. conduct an ocular inspection of the contest venues and billeting schools to ensure the provision of the appropriate lodging for the delegates and security measures; and
  - d. secure the commitment of support of the LGU and other partner agencies for the provision of essential services on the smooth and successful hosting of the 2025 RFOT and RSPC.

3. The breakdown of the participants is shown on the table below:

Participants	Office/Station	No.
CLMD Chief	RO-CLMD	1
Regional EPSs	RO-CLMD	9
Regional LRP Focal Person	RO	1
CID Chiefs	SDOs	13
Division Festival of Talents Focal Persons	SDOs	13
SDS	SDO Borongan City	1
ASDS		1
SGOD Chief		1
Division LRP Focal Person		1



School Principals (assigned billeting schools)		13
City Mayor or his representative	LGU Borongan City	1
City Treasure		1
Budget Officer		1
City Accountant		1
City Information Officer		1
BFP		2
PNP		2
Philippine Army		2
City Health Unit		1
Barangay Captains	Barangays	13
<b>Total</b>		<b>79</b>

4. Food/meals for the participants shall be charged against SDO Borongan City MOOE/Local funds, while travel and other incidental expenses incurred by the regional and division participants shall be charged against their respective local funds/MOOE or other eligible source/s of funds, subject to the existing accounting, and auditing rules and procedures.

5. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO III**  
 Regional Director

Enclosures: None

Reference: RM 1592, s. 2024

To be indicated in the Perpetual Index under the following subjects:

INSPECTION  
 MEETING  
 OFFICIALS  
 SUPERVISORS

CLMD-NPJ

