



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

November 28, 2025

REGIONAL MEMORANDUM
 No. **1615** s.2025

**OFFICIAL DIRECTIVE ON THE RETRIEVAL OF LEARNERS GIFT PACKAGES
 PROVIDED BY THE OFFICE OF THE PRESIDENT
 AT THE DEPED REGIONAL OFFICE VIII**

To: Schools Division Superintendents
 Supply Officer, Schools Division Offices
 All Others Concerned

- This Office, through the Asset Management Section, directs the Schools Division Offices of Baybay City, Biliran, Borongan City, Calbayog City, Eastern Samar, Leyte, Maasin City, Northern Samar, Samar, and Tacloban City to facilitate the distribution of the **Learners Gift Package** from the Office of the President.
- The claiming schedule, allocation, location, and authorized representatives are as follows:
 - Schedule:** December 1 and 2, 2025
 - Allocation per SDO:** Ten (10) boxes
 - Location:** Asset Management Section (AMS), DepEd Regional Office VIII, Government Center, Candahug, Palo, Leyte
 - Authorized Representative:** The SDO Supply Officer or a duly designated representative.
- Travel and other incidental expenses of the SDO representative shall be charged against their MOOE/ local fund subject to the usual accounting rules and regulations.
- Immediate dissemination of and compliance with this Memorandum are desired.

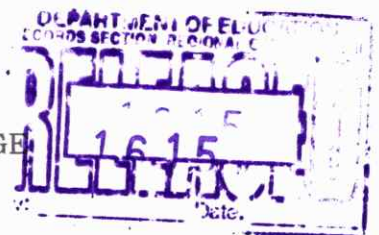
RONELO AL K. FIRMO CESO IV
 Assistant Regional Director
 Officer in Charge
 Office of the Regional Director

Enclosure: None
 Reference: None

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

DIRECTIVE LEARNERS GIFT PACKAGE

AD-AMS-ANC



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