



Republic of the Philippines  
**Department of Education**  
Region VIII  
**SCHOOLS DIVISION OF TACLOBAN CITY**

April 24, 2023

**DIVISION MEMORANDUM**

No. 219 s. 2023

**GUIDELINES IN THE PROCESSING OF PUBLIC SOLICITATION PERMITS**

To: **ASSISTANT SCHOOLS DIVISION SUPERINTENDENT  
EDUCATION PROGRAM SUPERVISORS  
PUBLIC SCHOOLS DISTRICT SUPERVISORS  
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS  
DIVISION PARTNERSHIP FOCAL PERSONS  
NON-TEACHING PERSONNEL  
All Others Concerned**

1. Pursuant to Regional Memorandum No. 293 s. 2023 re: Guidelines in the Processing of Public Solicitation Permits and the communication from Grace Q. Subong, Regional Director, Department of Social Welfare (DSWD), reiterating Presidential Decree No. 1564, otherwise known as the Solicitation Permit Law, this Office informs the field to observe the prohibition of conducting solicitation for any public welfare purpose. Gaps in resources should be legally addressed through partnerships under the Adopt-a-School Law (RA 8525) and Administrative issuance (DO 40 s. 2015).
2. For any concern relative to this Memorandum, Eden A. Dadap, the Partnership Focal Person may be reached at mobile No. 09126063544.
3. Immediate dissemination of and compliance with this Memorandum are desired.

  
**JUDELLA R. LUMPAS, EdD, CESO V**  
Schools Division Superintendent

Enclosure: As Stated

Reference: Regional Memo No. 293 s. 2023

To be indicated in the Perpetual Index under the following subjects  
ADOPT-A-SCHOOL

PARTNERSHIP

SOLICITATION

SocMob/jvs/4-24-2023



Schools Division of Tacloban, Brgy 54, Real Street,  
Tacloban City  
Telephone Number: 053-832-9204  
Email address: [sdotaclobancity@gmail.com](mailto:sdotaclobancity@gmail.com)