



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

19 NOV 2025

**DIVISION MEMORANDUM**

No. 622, s. 2025

**CHANGE AND ADDITIONAL INFORMATION TO DIVISION MEMORANDUM NO.536,  
s. 2025 TITLED CAPACITY BUILDING ON RESEARCH AND INNOVATION  
CUM DIVISION RESEARCH AND INNOVATION FORUM**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor (CES) / OIC-CES  
Education Program Supervisors  
Public Schools District Supervisors  
Heads of Public Elementary, Secondary, and Integrated Schools  
All Others Concerned

1. Relative to Division Memorandum No. 536, s. 2025 titled **Capacity Building on Research and Innovation Cum Division Research and Innovation Forum**, this Office informs the field that the above-mentioned activity is rescheduled on **December 11-12, 2025** instead of November 21-22, 2025. The venue will be at the **Kapis Mansions Hotel, Banica, Roxas City, Capiz**.
2. Other provisions of the aforementioned Memorandum remain in effect.
3. Immediate dissemination of this Memorandum is desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

  
**LUZ U. BANSON**

Assistant Schools Division Superintendent  
In-Charge of the Division

Encl.: None  
Reference: SDM No. 536, s. 2025  
To be indicated in the Perpetual Index  
Under the following subjects:

BASIC EDUCATION

INNOVATION

FORUM

RESEARCH



**Address:** Banica, Roxas City  
**Contact Number:** (036) 6518 456/0968-869-5867  
**Email Address:** [capiz@deped.gov.ph](mailto:capiz@deped.gov.ph)  
**Website:** <http://depedcapiz.ph>