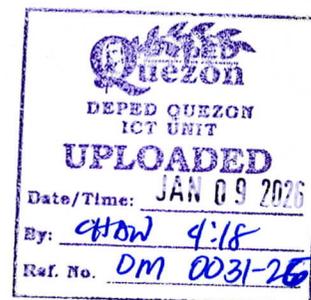




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



08 January 2026

**DIVISION MEMORANDUM**

DM No. 0031, s. 2026

**CONDUCT OF REGIONAL ORIENTATION-WORKSHOP FOR SCHOOL HEADS AND  
DIVISION FOCALS ON SCHOOL SPORTS CLUB**

**To:** Assistant Schools Division Superintendents,  
Division Chiefs,  
Public Schools District Supervisors,  
Public Elementary and Secondary School Heads  
All Others Concerned

1. Pursuant to the Regional Advisory dated January 6, 2026, and Regional Memorandum No. 881, s. 2025, this Office announces the New Schedule of the Regional Orientation-Workshop for School Heads and Division Focals on School Sports Club (SSC).
2. The activity aims to:
  - a. Orient participants on the guidelines, standards, and protocols governing SSC programs;
  - b. Equip participants with strategies for effective program implementation, monitoring, and reporting; and
  - c. Foster collaboration between school heads, division focal persons, and regional implementers.
3. The updated schedule and venue for this activity are as follows:
  - a. Date: January 15-16, 2026
  - b. Venue: The Great Eastern Hotel, Quezon City
4. The identified participants from this Division (refer to the list in the attached Division Memorandum Enclosure 1) are reminded of the following:
  - a. Health Requirement: Participants must secure a certification indicating they are medically and physically fit to attend the workshop.
  - b. Program Reference: Please refer to Annex B of the Regional Memorandum for the indicative program of activities.

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon

Contact #: (042) 784-0366, (042) 784-0164,  
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Website: <https://quezon.deped.gov.ph>



Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

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5. Travel and other related expenses incurred in participation to this activity shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of and strict compliance with this Memorandum is desired.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent 

*sgod/tegu/01/08/2026*

DEPEDQUEZON-TM-SDS-04-009-003

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Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

Enclosure No. 1 to DM No. 0031, s. 2026

**LIST OF PARTICIPANTS FOR THE CONDUCT OF REGIONAL ORIENTATION-  
WORKSHOP FOR SCHOOL HEADS AND DIVISION FOCALS ON SCHOOL SPORTS CLUB**

NO.	FULL NAME	DESIGNATION	DISTRICT
1.	Sherwin P. Vargas	Principal I	Mauban North
2.	Lunining B. Maderazo	Principal II	Candelaria East
3.	Frank Frederick R. Laurora	OIC- Principal	Alabat
4.	Maria Candida M. Fajardo	Principal I	Padre Burgos
5.	Cecile B. Villarama	Principal I	Catanauan II
6.	Annie Marie N. Diokno	Principal I	Mulanay I
7.	Rosalia F. Castro	Assistant Principal II	Quezon
8.	Juanito V. Binasa	Principal I	Quezon
9.	Miel M. Pineda	OIC Principal	Mulanay I
10.	Gemma A. Amparo	Principal I	Unisan
11.	Nanette D. Ramirez	Principal II	Gumaca West
12.	Loida C. Nuera	Principal I	Quezon
13.	Ma. Portia R. Aregado	Principal I	Mauban North
14.	Maria Luz P. Vendiola	Principal II	Sariaya East
15.	Morlan G. Pasia	Principal I	San Antonio
16.	Odenah O. Rutas	Principal I	Real
17.	Isidro Obmasca Jr.	Principal II	Lucban
18.	Roderick A. Reyes	Principal I	Dolores

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SCHOOLS DIVISION OF QUEZON PROVINCE

19.	Reinnard Christian G. Merano	Principal I	Sariaya East
20.	Jhona Liza S. Obnamia	HT II	Buenavista I
21.	Peter Andrew G. Regencia	Principal III	Unisan
22.	Czariza Mariel M. Ayala	HT I	Padre Burgos
23.	Rivine P. Sibulo	OIC - Principal I	San Antonio
24.	John Romer R. Rocafor	Principal I	San Francisco II
25.	Al A. Laurio	Principal I	Atimonan I
26.	Tisha Elaina G. Ventocilla	Technical Assistant I	SDO Quezon
27.	Jay S. Alfaro	Division Sports Officer/Education Program Supervisor	SDO Quezon

DEPEDQUEZON-TM-SDS-04-009-003



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Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON

**January 6, 2026**

In compliance with DepEd Order (DO) No. 8, s. 2013, this advisory is issued not for endorsement per DO 28, s.2001, but only for the information of DepEd officials, personnel/staff, as well as the concerned public.  
(Visit [depedcalabarzon.ph](http://depedcalabarzon.ph))

**ADVISORY ON THE NEW SCHEDULE OF REGIONAL ORIENTATION-WORKSHOP FOR SCHOOL HEADS AND DIVISION FOCALS ON SCHOOL SPORTS CLUB**

Relative to the Regional Memorandum No. 881, s. 2025<sup>1</sup> dated November 16, 2025, this office, through the Education Support Services Division, announces that the New Schedule of the Regional Orientation-Workshop for School Heads and Division Focals on School Sports Club will be held on January 15-16, at The Great Eastern Hotel, Quezon City.

Other provisions in the previous Memorandum are still in effect.

For the information of all concerned.

03/ROE2

<sup>1</sup> Regional Orientation-Workshop for School Heads and Division Focals on School Sports Club



**Address:** Gate 2, Karangalan Village, Cainta, Rizal  
**Telephone No.:** 02-8682-2114  
**Email Address:** [region4a@deped.gov.ph](mailto:region4a@deped.gov.ph)  
**Website:** [depedcalabarzon.ph](http://depedcalabarzon.ph)



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22 93 0085



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON



16 November 2025

**Regional Memorandum**  
No. 881 s. 2025

**REGIONAL ORIENTATION-WORKSHOP FOR SCHOOL HEADS  
AND DIVISION FOCALS ON SCHOOL SPORTS CLUB**

To: **Schools Division Superintendents**

1. In reference to DepEd Order No. 022, s. 2025, this Office, through the Education Support Services Division, announces the conduct of the *Regional Orientation-Workshop for School Heads and Division Focals on School Sports Club* to be conducted on December 18-19, 2025. The exact venue will be announced in a separate memorandum.
2. The following are the objectives of the activity:
  - a. Orient school heads and division focal persons on the guidelines, standards, and protocols governing SSC programs.
  - b. Equip participants with strategies for effective program implementation, monitoring, and reporting.
  - c. Foster collaboration and partnership between school heads, division focal persons, and regional implementers.
3. The list of participants for this activity is provided in **Annex A**. They are requested to register on or before November 25, 2025, through this link: <https://msx.in.com/owforSSC>. Additionally, participants are required to secure a certification indicating that they are medically and physically fit to attend the Orientation-Workshop. The indicative program of this activity is detailed in Annex B for your reference.
4. Travel and other related expenses incurred in participation to this activity shall be charged against local funds, subject to the existing accounting and auditing rules and regulations of the Department.
5. For inquiry, kindly contact Dr. Eduarda M. Zapanta, Chief Education Supervisor, or Dr. Ramil G. Ginete, Regional Sports Officer/Project Development IV at
6. Immediate dissemination and strict compliance with this Memorandum are highly desired.

  
ATTY. ALBERTO T. ESCOBARTE, CESO II  
Regional Director

03/ROE/LCS



Address: Gate 2, Karangalan Village, Cainta, Rizal  
Telephone No.: 02-8682-2114  
Email Address: region4a@deped.gov.ph  
Website: depedcalabarzon.ph



**Annex A. List of Participants for the Regional Orientation-Workshop for School Heads and Division Focals on School Sports Club.**

<b>DESIGNATION</b>	<b>No.</b>	<b>OFFICE</b>
Regional Office ESSD Personnel /TWG	7	Regional Office
Participants (School Heads)	456	School Division Offices
Division Sports Officers	25	School Division Offices
Technical Assistant I in Sports Program (SDOs)	22	(22) School Division Offices except for Calamba City, Calaca City and Carmona City
Medical Nurses	3	(1) SDO
SSC Focal	2	Central Office
Facilitators (SGOD Chiefs / PSDS)	18	School Division Offices

Annex B. Indicative Program of Activity

CONDUCT OF THE REGIONAL ORIENTATION-WORKSHOP FOR SCHOOL HEADS  
AND DIVISION FOCALS ON SCHOOL SPORTS CLUB

DAY 1		
TIME	ACTIVITY	PERSONS INVOLVED
8:00 A.M – 8:30 A.M	Registration - Preliminaries - National Anthem - Prayer - Bagong Pilipinas Hymn - CALABARZON March	Technical Working Group (TWG)
8:30 A.M – 9:30 A.M	Introduction of Participants	<b>Donna L. Lago</b> Assistant Regional Sports Officer
	Statement of Purpose/ Welcome Remarks	<b>Eduarda M. Zapanta</b> Chief Education Supervisor <b>Atty. Alberto T. Escobarte, CESO II</b> Regional Director
	Inspirational Message (In-person/ Video)	<b>Loida N. Nidea</b> Assistant Regional Director
	Presentation of Program Matrix	<b>Benito L. Picones</b> Technical Consultant in Sports / DSO
9:30 A.M – 12:00 P.M	<b>Breakout Sessions</b>	
	- Discussion on the overview of Comprehensive School Sports Program (CSSP)	
	- Presentation of the <b>DepEd Order POLICY ON THE INSTITUTIONALIZATION OF THE SCHOOL SPORTS CLUB</b>	
	I. Rationale II. Scope III. Definition of terms IV. Policy Statement V. Procedures a. Frameworks b. Club Establishment c. Club Operations → Output: Communication Plan - Open Forum (Facilitators)	RESOURCE SPEAKERS

	<p>d. SSC Action Plan Development</p> <p>e. Fund Source</p> <p>f. SSC Implementers</p> <p>g. Safety &amp; Risk Management</p> <p>h. Health Services</p> <p>→ Output: Action Plan/ SIP /MOOE</p> <p>- Open Forum (Facilitators)</p> <p>VI. Roles and Responsibilities</p> <p>VII. Monitoring and Evaluation</p> <p>→ Output: M&amp;E / Risk Management</p> <p>- Open Forum (Facilitators)</p>	
12:00 P.M – 1:00 P.M	<p>Lunch Break</p> <p><b>Breakout Sessions</b></p>	RESOURCE SPEAKERS
1:00 P.M – 5:00 P.M	<p>Continuation of the remaining topics</p> <p><b>WORKSHOP:</b> Action Plan Development</p>	
5:00 P.M – 6:00 P.M	De-briefing Session	
6:00 PM – 7:00 PM	Dinner	
<b>DAY 2</b>		
8:00 A.M – 12:00 P.M	<p><b>Breakout Sessions</b></p> <p>Presentation of Outputs</p>	RESOURCE SPEAKERS
12:00 P.M – 1:00 P.M	Lunch Break	
1:00 P.M – 4:00 P.M	<p><b>Plenary &amp; Closing</b></p> <p>- Ways Forward</p> <p>Closing Ceremony</p>	Technical Working Group (TWG)
4:00 P.M onwards	“HOME SWEET HOME”	