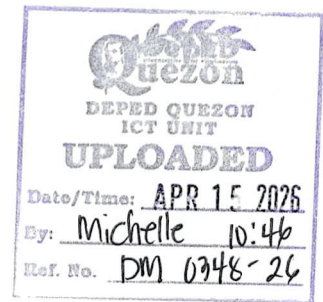




Republic of the Philippines  
**Department of Education**  
REGION IV-A - CALABARZON  
SCHOOLS DIVISION OF QUEZON PROVINCE



14 April 2026

**DIVISION MEMORANDUM**

No. 0348, s. 2026

**CONDUCT OF ONLINE ORIENTATION-WORKSHOP FOR SCHOOL HEADS IN-CHARGE OF SPORTS ON THE INSTITUTIONALIZATION OF SCHOOL SPORTS CLUB**

**To:** Assistant Schools Division Superintendents  
CID and SGOD Chiefs  
Public Schools District Supervisors  
Public Heads  
All Others Concerned

1. In line with the continuous strengthening of sports development programs in the Schools Division of Quezon, this Office, through the School Governance and Operations Division – Learner Formation Section, announces the **Conduct of Online Orientation-Workshop for School Heads In-Charge of Sports on the Institutionalization of School Sports Club on April 17, 2026** (Friday) at **8:00 a.m.**
2. The orientation aims to:
  - a. Provide updates on division sports policies, programs, and guidelines;
  - b. Align district-level implementation with division and regional directions; and
  - c. Address concerns and clarify roles of District Sports Coordinators.
3. This activity shall be conducted via online platform only. The Google meet link is <https://tinyurl.com/SSCOrient26>.
4. District School Head In-charge of Sports and officers of the Division School Sports Club are required to attend and actively participate in the aforesaid orientation-workshop.
5. Immediate dissemination of and strict compliance with this Memorandum are directed.

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

sgod/tegu/04/14/2026

DEPEDQUEZON-TM-SDS-04-009-003



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SCHOOLS DIVISION OF QUEZON PROVINCE

Enclosure 1 to DM No. 6244, s. 2026

**List of District School Head In-Charge of Sports**

No.	Name	District
1.	TROY M. AZAS	BURDEOS
2.	DARREL C. VIDAL	GEN. NAKAR I
3.	RUEL A. VILLAREAL	GEN. NAKAR II
4.	JOHN PAUL B. FLORES	INFANTA
5.	MICHAEL V. ABARICIA	LUCBAN
6.	MARWIN B. ALPAJORA	MAUBAN SOUTH
7.	ARIS H. SANCHEZ	MAUBAN NORTH
8.	MERIEL MERJUDIO	PAGBILAO I
9.	RICALDO LAUDE	PAGBILAO II
10.	ALAIDA A. REMEROZA	PANUKULAN
11.	LIMUEL F. GEROMO	PATNANUNGAN
12.	RUBEN B. LLADONE JR.	JOMALIG
13.	GILBERT J. ROGADO	POLILLO
14.	IONA P. PORTALES	REAL
15.	ELISA J. MANCENIDO	SAMPALOC
16.	NOEL P. ALANO	CANDELARIA EAST
17.	ELIZABETH D. DIMAYACYAC	CANDELARIA WEST
18.	NOEL G. ORLANES	DOLORES
19.	RIVINE P. SIBULO	SAN ANTONIO
20.	REINNARD CHRISTIAN G. MERANO	SARIAYA EAST
21.	MARVIN A. DEALDAY	SARIAYA WEST
22.	EDWIN P. DE CASTRO	TIAONG I
23.	GUILLERMO D. OROGO	TIAONG II
24.	ROGELIO P. VILLAPANDO	BUENAVISTA I
25.	GLENN M. PARDINES	BUENAVISTA II
26.	DANIEL R. DELO	CATANAUAN I
27.	RANCEL R. PALERMO	CATANAUAN II
28.	JOEL F. ORIGENES	GEN. LUNA
29.	RICHARD A. LACERNA	MACALELON
30.	MIEL M. PINEDA	MULANAY I
31.	WILSON D. CONCHA	MULANAY II
32.	ANGELO APOLINAR	PADRE BURGOS
33.	MONICO C. ORIEL	AGDANGAN

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34.	ELOISA A. CASTILLO	PITOGO
35.	OWEN B. MONTERO	SAN ANDRES
36.	BENEDICT ABELLO	SAN FRANCISCO I
37.	ADEN E. VELAN	SAN FRANCISCO II
38.	JOSE LANI LEONARDO R. MUHI	SAN NARCISO I
39.	RUFINO ORDILLANO JR.	SAN NARCISO II
40.	RAMIL GONDA	UNISAN
41.	MELINDA V MANALO	ALABAT
42.	MARIA ELOISA A. ALTEZ	ATIMONAN I
43.	SALVADOR MALAGA	ATIMONAN II
44.	SHERWIN L. INOFRE	CALAUAG EAST
45.	MANUEL E. LEONOR	CALAUAG WEST
46.	GELYN DE CASTRO	GUINAYANGAN NORTH
47.	PERFECTO P. RUFO JR.	GUINAYANGAN SOUTH
48.	LIZA T. MORALES	GUMACA EAST
49.	ARNEL PARDINES	GUMACA WEST
50.	WILSON C. CARIOS	LOPEZ EAST
51.	LEONILO A. CAPELLAN	LOPEZ WEST
52.	VERONICA O. REYES	PEREZ
53.	ARNOLD L. CANALES	PLARIDEL
54.	ROCEL OGAYON	QUEZON
55.	JOEL A. RONQUILLO	TAGKAWAYAN I
56.	RAMMIL D. PORTEM	TAGKAWAYAN II

--NOTHING FOLLOWS--

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Enclosure 2 to DM No. 0746, s. 2026

**Virtual Orientation Training Matrix**

7:30am- 8:00am	Setting-up/Connecting with the Meeting Link	Participants
8:01am -8:15am	Preliminaries <ul style="list-style-type: none"><li>• National Anthem</li><li>• Opening Prayer</li><li>• DepEd Quality Policy Statement</li></ul>	Audio-Visual Presentation
8:16am -8:30am	Welcome Remarks	<b>Juanito A. Merle, EdD</b> <i>SGOD Chief</i>
8:31am-9:00am	Inspirational Message	<b>Rommel C. Bautista, CESO V</b> <i>Schools Division Superintendent</i>
9:01am-9:30am	Introduction of School Sports Club	<b>Annie Marie N. Diokno</b> <i>Division SSC Vice President</i>
9:31am-10:15am	School Sports Club Frameworks	<b>Sherwin P. Vargas</b> <i>Division SSC PIO</i>  <b>Czariza Mariel M. Ayala</b> <i>Division SSC Secretary 3<sup>rd</sup> Dist.</i>
10:16am-10:30am	Process Flow of Registration for School Sports Club	<b>Tisha Elaina G. Ventocilla</b> <i>Division SSC Focal Person</i>
10:31am- 11:00am	Pre-Implementation, Implementation, Post- Implementation of SSC	<b>Cecile B. Villarama</b> <i>Division SSC Auditor</i>
11:01am- 12:00nn	SSC Action Plan Development, Fund Source, SSC Implementers	<b>Nanette D. Ramirez</b> <i>Division SSC Secretary 4<sup>th</sup> Dist.</i>
<b>Lunch Break</b>		
1:00pm-1:30pm	Safety and Risk Management	<b>Isidro Obmasca</b> <i>Division SSC Officer</i>
1:30pm- 3:00pm	Roles and Responsibilities, Monitoring and Evaluation	<b>Odenah O. Rutas</b> <i>Division SSC President</i>  <b>Frank Frederick R. Laurora</b> <i>Division SSC PIO</i>

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		<i>Division SSC PIO</i>
<i>3:00pm-3:15pm</i>	Frequently Asked Questions (FAQs)	<b>Peter Andrew Regencia</b> <i>Division SSC PIO</i>
<i>3:16pm-4:00pm</i>	Q&A / Open Forum	
<i>4:01pm- 4:15</i>	Closing Remarks	<b>Jay S. Alfaro</b> <i>EPS MAPEH/Division Sports Officer</i>
<b>Luningning B. Maderazo</b> <i>Master Of Ceremonies</i>		

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Enclosure 3 to DM No. 6746, s. 2026

**Division School Sports Club Officers**

<b>President</b>	Odenah O. Rutas
<b>Vice President</b>	Annie Marie N. Diokno
<b>Secretaries:</b>	
<b>1<sup>st</sup> Congressional</b>	Isidro Obmasca
<b>2<sup>nd</sup> Congressional</b>	Reinnard Christian G. Merano
<b>3<sup>rd</sup> Congressional</b>	Czariza Mariel M. Ayala
<b>4<sup>th</sup> Congressional</b>	Nanette D. Ramirez
<b>Treasurer</b>	Luningning B. Maderazo
<b>Auditor</b>	Cecile B. Villarama
<b>Public Information Officers:</b>	
<b>1<sup>st</sup> Congressional</b>	Sherwin P. Vargas
<b>2<sup>nd</sup> Congressional</b>	Tisha Elaina G. Ventocilla
<b>3<sup>rd</sup> Congressional</b>	Peter Andrew G. Regencia
<b>4<sup>th</sup> Congressional</b>	Frank Frederick R. Laurora

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