



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 820, s.2025

CONDUCT OF VIGAN CITY ATHLETIC MEET 2025-2026

To: Assistant Schools Division Superintendent
Chief Education Supervisor (SGOD & CID)
Public and Private Elementary, Secondary School Heads and SUC
All Others Concerned

1. The 1987 Philippine Constitution under Article XIV, Section 19, provides that the state shall promote physical education and encourages sports programs, league competitions, and amateur sports, including training for international competitions, to foster self-discipline, teamwork, excellence for the development of a healthy and alert citizenry; and that all educational institution shall undertake regular sports activities throughout the country in cooperation with athletic clubs and other sectors.

2. Furthermore, the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 10588 otherwise known as the Palarong Pambansa Act encourages the conduct of athletic meets in the District, Division, and Regional Level.

3. In line with these mandates, the Schools Division of Vigan City will hold a three-day City Athletic Meet with the theme **"Dare. Dream. Rise to the Challenge"** on November 11 & 14-15, 2025. The activity seeks to create avenues for young athletes to showcase their talents, pursue athletic excellence, and experience the value of teamwork and perseverance. It likewise provides an important opportunity for honing their competitive skills in preparation for higher levels of competition at the Regional and National Sports Meets.

4. The said sports event aims to:

- a. promote physical education and sports as integral part of the basic education for holistic development of the youth to become responsible and globally competitive citizens in the community;
- b. strengthen the spirit of sportsmanship, camaraderie, cooperation, perseverance and determination among learner-athletes and teacher-coaches;
- c. provide opportunity to evaluate the sports management for the improvement of the teacher-coaches and officiating officials to sustainable development; and
- d. select best learner-athletes for higher sports meet.

5. Participants to the activity are the athletes, coaches, assistant coaches, tournament & assistant tournament managers, officiating officials, members of the working committee, members of the monitoring team, Division Sports Executive committee and Technical Working Group.



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6. Athlete and Sports Official files can be downloaded at <https://tinyurl.com/vigancitymeet>.
7. Submission of athletes, coaches and assistant coaches' documents will be on or before October 29, 2025 the final checking and evaluation by the Division Screening and Accreditation Committee will be on October 30, 2025 onwards at the SGOD Office.
8. Pursuant to Palarong Pambansa Board Ad Referendum Resolution No. 2025-001, team sports (Basketball, Baseball, Softball, Football, Futsal, Sepak Takraw and Volleyball), modified Winner-Take All policy shall be adopted in the representation of teams to the Regional Athletic Association Meet.
9. For reference see attached enclosures to this memorandum:
Enclosure 1: Parade Route and Order of the Parade
Enclosure 2: List of Executive Officials, and Working Committee Members
Enclosure 3: List of Sports Events with playing venues, tournament managers, officiating officials and monitors
Enclosure 4: Vigan City Meet Physical Setup
Enclosure 5: General guidelines on the eligibility of athletes
Enclosure 6: Schedule of Activities
10. For queries and concerns pls contact Mr. Rodrigo Q. Reyes Jr., Chief Education Supervisor – SGOD, at mobile number 09171425266.
11. Immediate and wide dissemination of this memorandum is desired.


VILMA D. EDA, CESO V
Schools Division Superintendent

Encls: As stated
Reference: 1987 Constitution, RA 10588, DM 20, s. 2024
To be Indicated in the Perpetual Index
under the following subjects:

ATHLETICS SPORTS CONTEST
SGOD/DSO





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Enclosure 1 to Division Memorandum No. 820, s. 2025

PARADE ROUTE AND ORDER OF THE PARADE

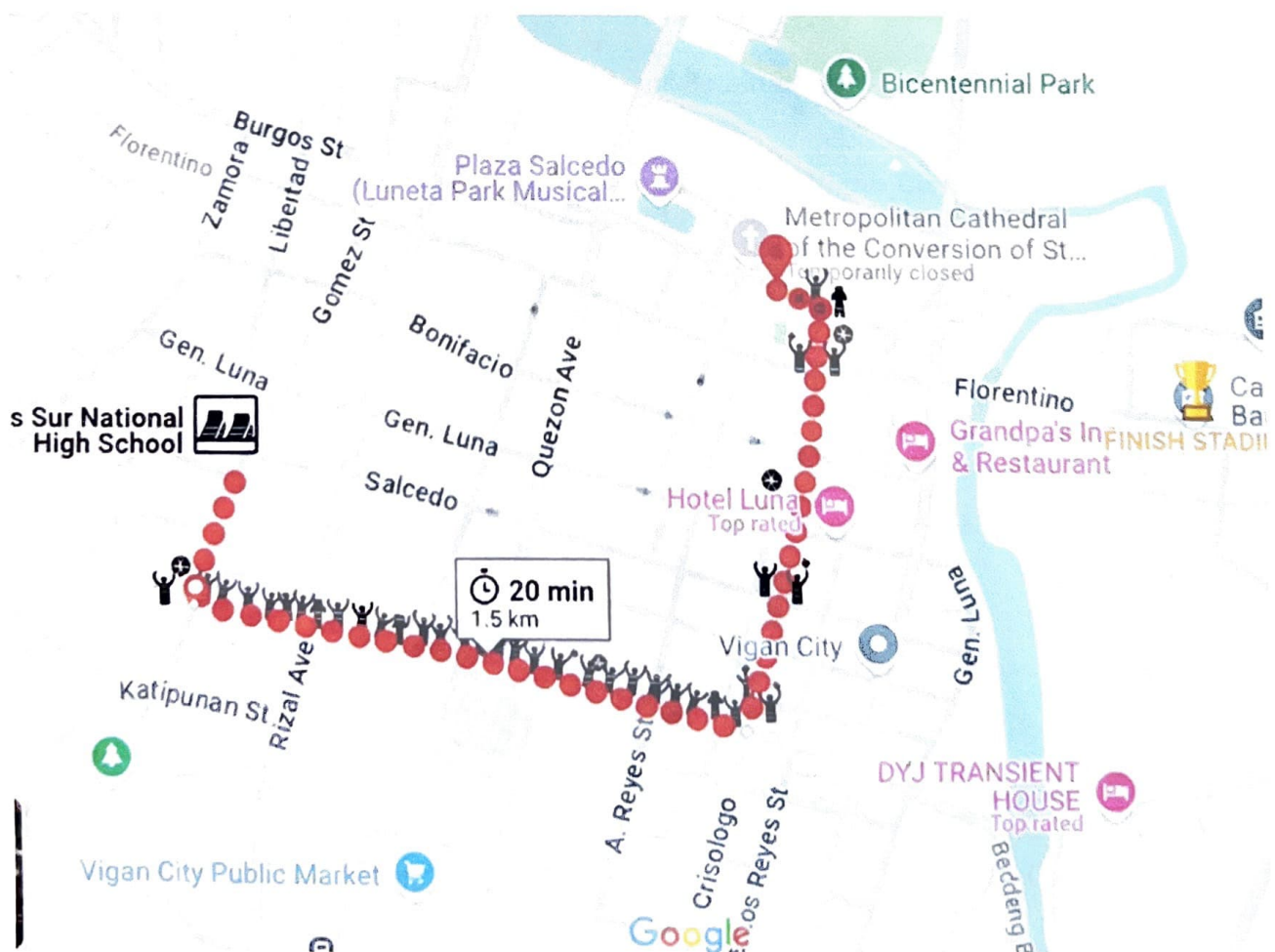
November 11, 2025

- i. Parade Route: starting – Ilocos Sur NHS Grounds, Turn right to Gomez St., Turn left to Liberation Blvd. passing Simbaan nga Bassit & Crisologo Museum, Turn left to Calle Crisologo passing Vigan Plaza Hotel, Turn left to Burgos St. (back of cathedral & front of DWCV), Turn left to Plaza Burgos (northern entrance gate)

Call Time & Preparation: 7:00 AM

Start of Parade: 7:30 AM

PARADE ROUTE





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ORDER OF PARADE:

1. Marshalls
2. Flag and Division Colors
3. **Ilocos Sur National High School Marching Band**
4. SDO Officials
5. Tournament Managers and Technical Officials
6. Special Education Athletes and Coaches
7. Vigan Central Marching Band
8. Cluster 1 Schools (VCS, BPES, GESIIMES, MES, SPBES, TES)
9. Cluster 2 Schools (BMSW, APES, CAPES, JSES, PIS, SJES)
10. Cluster 3 Schools (BMSE, CAMES, CCES, NES, RES, RPES)
11. **Vigan National High School East Marching Band**
12. Vigan National High School East
13. Vigan National High School West
14. Ilocos Sur National High School
15. University of Northern Philippines
16. **Jose Singson Elementary School Marching Band**
17. Private Schools
 - a. Adventist School La Ciudad Fernandina Inc.
 - b. Data Center of the Philippines of Vigan City
 - c. Divine Word College of Vigan
 - d. Immaculate Conception Minor Seminary Inc.
 - e. Lyceum de Ylocos Inc.
 - f. STI Vigan City
 - g. St. Thomas Aquinas Learning Center of Vigan City, Inc.
 - h. UCCP Christian Learning and Development Center, Inc.
 - i. Vigan Nan Chong School, Inc.
 - j. **Camangaan Elementary School Marching Band**



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Enclosure 3 to Division Memorandum No. 820, s. 2025

LIST OF EXECUTIVE OFFICIALS, AND WORKING COMMITTEE MEMBERS

Committee	Roles and Responsibilities	Name	Role	Official Station
Steering Committee	They shall lead the planning and execution of the 2025 City Athletic Meet. They shall oversee all the undertakings to be conducted in relation to the event. Any major concerns relative to the activity shall be relayed to them	Vilma D. Eca, CESO V Annie D. Pagdilao, EdD, CESO VI Rodrigo Q. Reyes Jr. Marie Christine L. Natividad Atty. Kim R. Tagorda	Chairperson Co-Chairperson Member Member Member	SDC-VC SDC-VC SDC-VC SDC-VC SDC-VC
Preparation of Playing Venues, Sports Equipment, and Facilities	They shall ensure that playing venues, sports equipment, and facilities are ready before the conduct of the Event. Monitoring and evaluation of the different phases of the preparation shall be spearheaded by them including marking fields, arranging seating for spectators, and ensuring that all necessary equipment is in place.	Solito S. Cortel Sherwin D. Fabre Jaylord P. Arsitio Mark Allen Sinogo Giro Flandez Dennis Quillopo Oliver Agcanaran Architect Ben Lazo All TMs	Chairperson Co-Chairperson Member Member Member Member Member Member	SDC-VC SDC-VC SDC-VC SDC-VC ISNHS ISNHS ISNHS SDC-VC
Ways and Means	All matters directly and principally relating to fiscal, monetary and financial matters of the activity shall be a concern of this team. They shall closely coordinate with the City Government of Vigan regarding all the financial documents needed for the event.	Christopher Michael Gasmen Mary Joy Suero Alimar Ablog Daisy Ancheta Milagros Paz	Chairperson Co-Chairperson Member Member Member	SDC-VC SDC-VC SDC-VC SDC-VC SDC-VC



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Stage Physical Set-up & Clean-up Committee:	They shall prepare the floor plan for the opening program. Including the seat plan of guests and visitors. (Clean-up)	Pelagio Cardenas Arch. Ben John Lazo Glenn U. Tadena Efren Armandico Royston Quidolit All Utility Workers	Chairperson Co- Chairperson Member Member Member Member	SDO-VC SDO VC VNHSW ISNHS CAMES SDO-VC
Stage Decoration	They shall conceptualize the theme of the stage decoration. They shall prepare the placement plan of the LED wall and speakers so that all presentations will be seen and sounds will be heads by the spectators.	Edgar Pescador Editha Bagcal Ronald Alejo Laurence Agtutubo Denmark Tabuso All SDO Utility Workers	Chairperson Co- Chairperson Member Member Member Member	SDO-VC ISNHS ISNHS SDO-VC SDO-VC SDO-VC
Letters, Communications and Invitations.	They shall be responsible in preparing all letters, communications, and correspondences pertaining to the conduct of the activity. They shall prepare special logbook of all the released letters and communications from the records section. They are also in-charge of the preparation, printing and distribution of invitations for the opening program.	Marie Christine Natividad Nelson Robinol Sherelyn Riodil	Chairperson Member Member Member	SDO-VC SDO-VC SDO-VC SDO-VC
Usherettes	They shall closely work with the VIP protocol officers. They must ensure that spectators are in their designated seats during the opening program and closing program, In addition, they shall be responsible in assisting all the expected guests throughout the duration of the event.	Atty. Kim R. Tagorda Mark Jason Raboy Grace D. Fomoso Clarence E. Pe Benito Sherelyn B. Riodil Naira Abigail T. Segui Dennis Aguimbag Lailanie Rabbon Reginal Quario Janine A. Rafanan Krystel Elaine Marie U. Catura Ma. Cristina Emely P. Ramos Alexander Pajo Gloaida D. Rechusado Jessa Mae A. Piano Jessica Rigos Katrine Anne R. Arce	Chairperson Member Member Member Member Member Member Member Member Member Member Member Member Member Member Member	



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Parade, Traffic Flow, Security Drum and Lyre:	The team shall ensure security measures and management of transportation mobility during the conduct of the 2024 City Meet by coordinating with the concerned officials and agencies.	Clarito Siababa Rommel Rabo Laurence Agtutubo Adelmar Paeta Bryan Portugal Restituto Palacpac Dennis Toralba	Chairperson Co- Chairperson Member Member Member Member Member	
Program Flow for the Opening Program	The team shall prepare the theme of the 2024 City Meet. They shall also prepare a detailed program flow that weaves various elements into a seamless tapestry of events.	Susiemar Rapisura Cherry Joy D. Garma Aphrodite Hope Martinez Aileen Manzano Janice Alonzo John Wayne Alconis Theodore Dan Rivero	Chairperson Co- Chairperson Member Member Member Member Member	
Health and Safety	They shall ensure health and safety measures to be employed during the duration of the undertaking. They shall develop contextualized safety briefing announcements to be used in the playing venues. They shall also coordinated with agencies that will give support to the division in case of emergency such as provision of ambulance and immediate access to medical facilities. They shall also solicit support from PNP, BFP, PDRRC, DSWD and LGUs of the playing venues.	Dr. Arlyn Batulan Maria Koryne P. Taborda Laurie Angela M. Agati Nicole Uaje Cherry Lyn Marcos All School Nurses / DRR Trained Personnel	Chairperson Co- Chairperson Member Member Member Member Member	SDC-VC SDC-VC SDC-VC SDC-VC SDC-VC SDC-VC
Monitoring & Evaluation:	The team shall ensure that all activities align with the goals of the sports meet and that resources are allocated efficiently.	Grace Castaneda Felipa Regaspi Karen Frando	Chairperson Member Member	SDC-VC SDC-VC BMSW
Clerk of Course:	After the event, the clerk of course is responsible for compiling results, preparing reports on the outcomes, and disseminating information to schools and the division office. They shall also coordinate with awards committee in organizing awards and recognition for winning athletes and teams, ensuring that all winners are acknowledged appropriately.	Gloria Cabotaje Eric L. Tapat Jude Vincent Rosales Dr. Ana Castor Azenith Ramos Avelina Alon	Chairperson Co-Chairperson Member Member Member Member	SDC-VC SDC-VC SDC-VC VCS MES SPBES



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Documentation Committee:	They are in-charge to capture high-quality photos and videos of various events, including athletes in action, team interactions, and key moments	Mr. Eric Tapat Amelyn Abella Aldrich Quiocho Lloyd Ancheta	Chairperson Co-Chairperson Member Member Member	SDO-VC SDO-VC SDO-VC SDO-VC SDO-VC
Social Media Information Dissemination Committee	The Social Media Information Dissemination Committee ensures the timely, accurate, and responsible sharing of official DepEd information and announcements through social media platforms while upholding the Department's communication and child protection policies.	Cherry Joy D. Garma Lloyd Ancheta Danny Mar Frio Roel Rabang	Chairperson Co-Chairperson Member Member	
Food Committee:	Organize the preparation and serving and distribution of food to the participants	Elsie C. Amarin Nenita Alviar Grace Nemedez Vanessa Sinogo Dennis Suero Nestor Pascua Jay Paul Pilor All AO IIs	Chairperson Co-Chairperson Member Member Member Member Member	SDO-VC SDO-VC SDO-VC SDO-VC SDO-VC SDO-VC SDO-VC
Awards Committee	Preparation and printing of certificates, distribution of certificates to TM	Greatest Yeng C. Molina Allan Barrientos Princess G. Torricer Aurelyn F. Fieldad Ferdinand Flores	Chairperson Co-Chairperson Member Members Members Members	SDO-VC SDO-VC SDO-VC SDO-VC SDO-VC SDO-VC
Screening Committee:	The shall check and validate all documents/ records of athletes, coaches, asst. coaches and chaperones submitted in the office.	Dr. Peter John A. Frial Mr. Paulino Aninag Jr. Ms. Dina Rivad Mr. Eric Bilgera Anita Presto Salvador Avisa Marinel R. Valdez Dr. Arlyn Batulan Atty. Kim R. Tagorda	Chairperson Co-Chairperson Members Members Members Member Member Member Member	SDO-VC JSES BMSE GESIIMS VNHSE ISNHS SJES SDO-VC SDO-VC



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Committee on Safe Spaces for Learners (Pursuant to DepEd Order No. 12, s. 2025)	The Committee on Safe Spaces for Learners ensures the protection, welfare, and well-being of all learners by promoting and enforcing a safe, child-friendly, and violence-free school environment in accordance with DepEd Order No. 40, s. 2012.	Atty. Kim R. Tagorda Cherry Joy D. Garma Sherwin D. Fabre Nadia Marie Adcapan Alhrodite Hope Martinez	Chairperson Co-Chairperson Member Member Member	SDC-VC SDC-VC SDC-VC ISNHS SDC-VC
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Enclosure 4 to Division Memorandum No. _____, s. 2025

LIST OF SPORTS EVENTS WITH PLAYING VENUES, TOURNAMENT MANAGERS, OFFICIATING OFFICIALS AND MONITORS

NO.	SPORTS EVENT	GRADE LEVEL / CATEGORY	VENUE	DATE AND TIME	SPORTS OFFICIALS	EVENT IN CHARGE AND SUPERVISING/ MONITORING OFFICIAL
1	ARCHERY	Secondary B/G	Ilocos Sur National High School	November 11, 2025	Tournament Manager: Kniethel Rabara Officiating Officials: Joanna Ann Patubo Paula Louise Catura	Joseph Obrero
2	ARNIS	Elementary Boys	Burgos Memorial School West Covered Court	November 11 & 14-15, 2025	Tournament Managers: Roel Rabang Josephine Rabaca Officiating Official: Emily Pigao Vivian Camello Faith Guillermo Peter Andrew Duruin	Amelyn Abella
		Elementary Girls		November 11 & 14-15, 2025		
		Secondary Boys		November 11 & 14-15, 2025		
		Secondary Girls		November 11 & 14-15, 2025		
3	ATHLETICS	Elementary Boys/Girls	University of Northern Philippines Oval/ Quirino Stadium	November 11 & 14-15, 2025	Tournament Manager: Maylene Alcartado Officiating Officials: Rodelio Rivera Johny Ulibas Ginalyn Aquino Laila Raping Loricor Timbreza Marivic Raboy	Clarito Siababa
				November 11 & 14-15, 2025		



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		Secondary Boys		November 11 & 14-15, 2025	Tournament Manager: Jefferson Rabaca Officiating Officials: Lester Jen Agtutubo Monette Refuerzo Anthony Rin Arlene Espejo Heidi Aguiimbag Rouanne Marie Ablog Roxan Racachot Roselle Tuscano Merrillwyne Campos Romeo Soriano	
		Secondary Girls		November 11 & 14-15, 2025		
4	BADMINTON	Elementary Boys	University of Northern Philippines Gym	November 11 & 14-15, 2025	Tournament Manager: Ammiel Dwane Alquetra Asst. Tournament Manager: Edward Henry Caoile Officiating Officials: Melvin Rodrigo Barre Angelica Lapitan Marriane Bravo Benelyn Alcausin Ma. Jesusa Managad Ronald Pre Jr. Gina Rabot	Royston Quidolit
		Elementary Girls		November 11 & 14-15, 2025		
		Secondary Boys		November 11 & 14-15, 2025		
		Secondary Girls		November 11 & 14-15, 2025		
5	BASEBALL	Elementary/Sec	University of Northern Philippines	November 8-15, 2025	Tournament Manager: Eric Bilgera Officiating Officials: Aldrix Campos Julio Amistad Anselmo Organo	Richard A. Agtutubo



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6	BASKETBALL	Elementary/Boys	Immaculate Conception School of Theology /Pantay Daya Covered Court	November 11 & 14-15, 2025	Tournament Manager: Noli D. Que Asst. Tournament Manager: Raymund A. Espiritu Officiating Officials: Rino Manliguez Antonio Giron Eduardo T. Llanes Marvin P. Ramirez Cherry Lyn D. Moreta Jessie F. Andia Then-Then Cariaga Marlou Francisco Bitana Levie John Pablico Mary Rose Pascua Harry Bert Briones Eralyn Andaya Raymart Bilgera Jessie Ponce Julie Kaye Pagal Joey Camello Jerrick Cloyd tactay Nemesio Tacuyog Maverick Arquillo Aldrix Campos John Lorezo Catura	Peter John Frial Dennis Quillopo
		Secondary/Boys		November 11 & 14-15, 2025		
		Secondary/Girls		November 11 & 14-15, 2025		
		Secondary/Girls 3x3		November 11 & 14-15, 2025		
		Secondary/Girls 3x3		November 11 & 14-15, 2025		
7	BILLIARDS	Secondary B/G	Ilocos Sur National High School	November 11 & 14-15, 2025	Tournament Manager: Jayson Palacpac Officiating Officials: Angelica Tabunan Joe Raffy Del Castillo Dianne Mae Reyes	Maggie Aytona



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8	BOXING	Secondary B	Ilocos Sur National High School	November 11, 2025	Tournament Manager: Marvelous Ragasa Officiating Officials: John Wayne Alconis Robert A. Rabbon Laurence Sales Janice Alonzo Ben-Joe Molina	Susiemar Rapisura
9	CHESS	Elementary/Boys	Ilocos Sur National High School Library	November 11 & 14-15, 2025	Tournament Manager: Malekov Lyndon Torres Officiating Official: Pastor Yabot Richard Raqueno Adolfo Laza Louie Ulanimo Freddie Marzan Joseph Bautista Jhoelle Anne Tacadena	Erlinda Anicas
		Secondary/Boys		November 11 & 14-15, 2025		
		Elementary/Girls		November 11 & 14-15, 2025		
		Secondary/Girls		November 11 & 14-15, 2025		
10	DANCESPORTS	E/S Latin	Ilocos Sur National High School Gym / Cuta Covered Court	November 11 & 14-15, 2025	Tournament Manager: Cesar Palacpac Officiating Officials: Jude Cabralles Crispulo V. Arquero III Edmar James Mauricio Raymart Ablog	Solito S. Cortel
		E/S Standard		November 11 & 14-15, 2025		
11	FOOTBALL	Elementary/Boys	University of Northern Philippines (Oval)	November 11 & 14-15, 2025	Tournament Manager: Reckson Lopez Officiating Officials: Marlon Rapanut Gerald Quitevis	Raymond Florendo



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					Leonel Ancheta Raffy Celeclonio Christian Paul Arsitio	
12	FUTSAL	Secondary Girls	University of Northern Philippines (Oval)	November 11, 2025	Tournament Manager: Annieline Pato Officiating Officials: Jeffryl Cacatian Glenn Aludino Janice Tabuno	Erlinda Anicas
13	GYMNASTICS	E/S B/G	Ilocos Sur National High School	November 11 & 14, 2025	Tournament Managers: Jeffrey Acena Jeffrey Pido Officiating Officials: Margie Bulaoat Julius Agapinan Jennifer Agcamaran Queenie Aslor Ma. Cristina Quional Ryan Rapadas Maria Fatima Ponce	Felipa Regaspi
14	LAWN TENNIS	E/S B/G	Vigan City Tennis Court/ Stadium Quirino	November 11 & 14, 2025	Tournament Manager: Eddie James Fernandez Asst. Tournament Manager: Alexis Ricanor Officiating Officials: Amy Rose Jimenez Charito Cachola Theodora Marzan Alexander Pajo	Efren Armandico



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15	PARAGAMES (All Events)	E/S B/G	University of Northern Philippines / Quirino Stadium/ ICST	November 11 & 14-15, 2025	Tournament Manager: Ma. Theresa Redondo Officiating Officials: Mirriam Grace Battad Mary Mae Javier Jefferson Gannaban Sancelle Recaido Dexter Acena Arnel Delos Santos Mc Cloyd Paa	Laurence Agtutubo
15	PENCAK SILAT	S B/G	Tamag Elementary School	November 11 & 14, 2025	Tournament Manager: Jade Cesar Fernandez Officiating Officials: Rjay Hidalgo Jelou Barroga Mary Anne Lescano Jherry B. Ibe Liberita Cortez	Glenn U. Tadena
16	SEPAK TAKRAW	E/S B	Camangaan Elementary School	November 11 & 14, 2025	Tournament Manager: Roger R. Aludino Officiating Officials: Marcelino Q. Rabe Romano F. Quitevis Inad Aaror. Castillo	Allan Barrientos
17	SWIMMING	E/S B/G	Quirino Stadium	November 11 & 14-15, 2025	Tournament Manager: Jerick Saupan Officiating Officials: Estrelita Refuerzo Shahanie Del Rosario Jeffrey Valencia Janeel Llanes	Salvador Avisa



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18	TABLE TENNIS	E/S B/G	Ilocos Sur National High School/ Vigan City Conservation Complex	November 11 & 14-15, 2025	Tournament Managers: Jerry Rigunay Officiating Officials: Precy Lenie C. Nevado Maverick Nino Parel Myrnalita Abad Robert Ponce Evangeline Ferido	Pelagio F. Cardenas
19	TAEKWONDO	E/S B/G	University of Northern Philippines (Gymnasium)	November 11 & 14-15, 2025	Tournament Manager: George Philipe Amano Assistant Tournament Manager: Alvin Jake Pajo Officiating officials: George Michael Amano Eden Liezl De Peralta Niña Paulette Agsaullo	Edgar L. Pescador
20	VOLLEYBALL	E/S B/G	Immaculate Conception School of Theology	November 8-15, 2025	Tournament Manager: John Carl Rabaca Asst. Tournament Manager: Melvin Arce Officiating Officials: Analyn Frando Restituto Palacpac Eugene Aguilar Edward Presto Rutchie Abella John Rey Menor Myra Go George Areola Arvin O. Criste Kurt Kenneth C. Aspacio Leslie Ann Consolacion	Alimar Ablog



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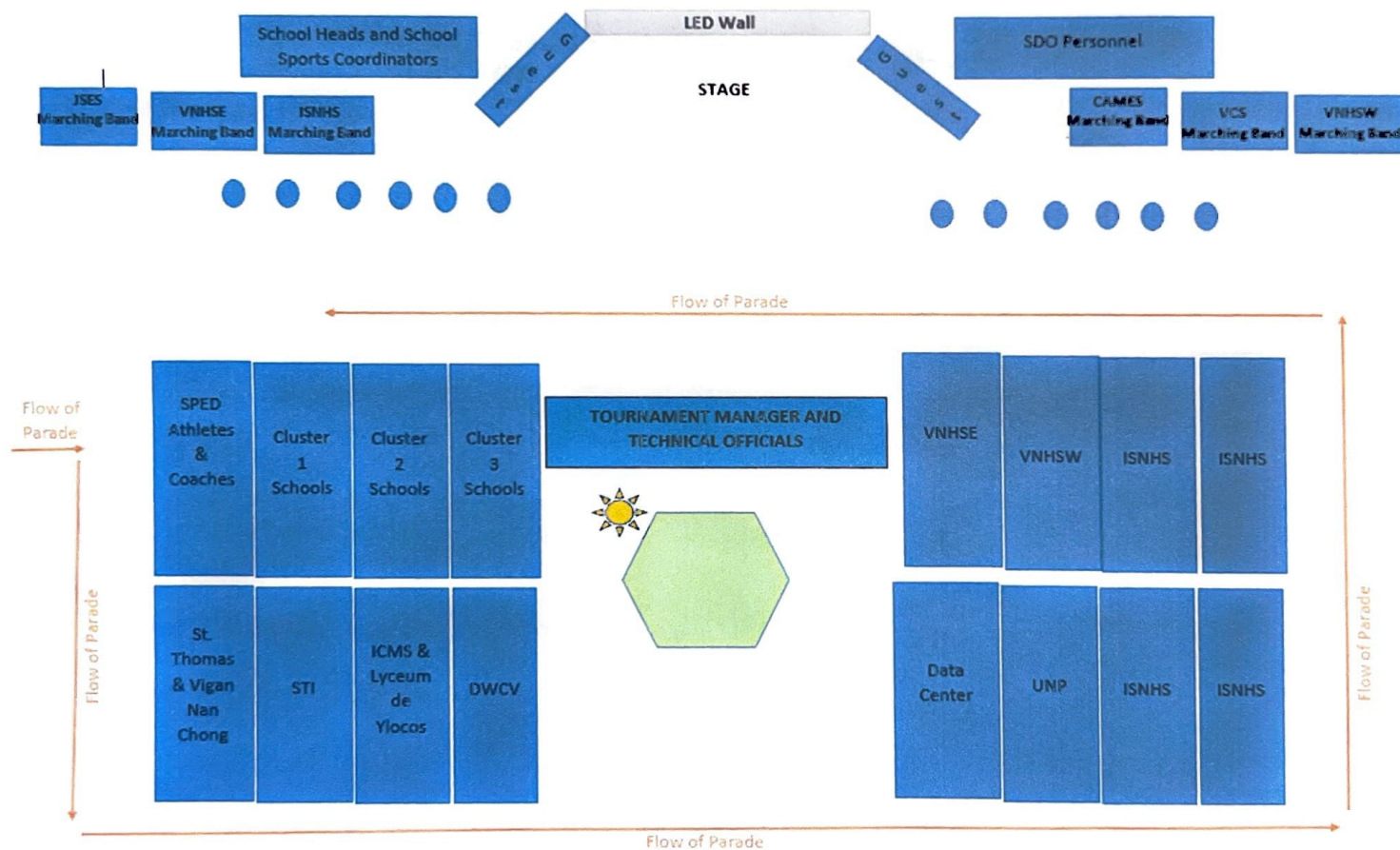
21	WRESTLING	S B/G	Ilocos Sur National High School	November 11, 2025	Tournament Manager: Wilver John Ross Tabangin Officiating Official: Jennifer Quitevis	Rodrigo Q. Reyes Jr.
22	WUSHU	S B/G	Ilocos Sur National High School	November 11, 2025	Tournament Manager: Owen Mark Cagalingan II Officiating Officials: Pamela Mariñas Jay Jay A. Algara	Rommel R. Rabo



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Enclosure 5 to Division Memorandum No. _____, s. 2025

2025 Vigan City Athletic Meet Physical Set-up





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Enclosure 6 to Division Memorandum No. 820, s. 2025

**RULES AND GUIDELINES ON THE ELIGIBILITY OF ATHLETES OF THE
SDO VIGAN CITY MEET FOR SY 2025-2026**

1. Participants

Participants in the Vigan City Meet for SY 2025-2026 are Elementary and Secondary learners from the public, private and laboratory schools who have participated in the school intramurals/meets.

2. Eligibility of Athletes

- a. Must be a Filipino citizen.
- b. Must be enrolled in a recognized school at the beginning of the current school year.
- c. Should have participated in the preliminary meets.
- d. Cut-off date for the age of elementary athletes is January 1, 2013 and the cut-off date for secondary athletes is January 1, 2008.
- e. Learner-athletes who transferred from one division to another within the region are allowed to participate, provided, they have participated in the lower meets.
- f. Elementary athletes shall play in the elementary division and secondary athletes shall play in the secondary division.

3. Disqualification

- a. Over age athletes.
- b. Athletes with failing grades in more than two (2) subjects in the previous grading.
- c. Athletes who are members of the National team, national training pool and development pool receiving monthly stipend/allowances from the PSC.
- d. Failure to submit pertinent papers for evaluation on the specified time.
- e. Penalized with suspension or ban during the previous city meet.

4. Required Documents for Athletes

- a. Copy of birth certificate issued by Philippines Statistics Authority (PSA). Late registration may be accepted provided the same was issued one (1) year prior to current city meet.
- b. Photocopy of SF10 duly signed by coach/teacher-adviser/registrar and certified correct by the school principal (signature over printed name).
- c. Medical and Dental certificates signed by a physician that athlete is physically fit and within the age limit require with validity of six (6) months from date of issue.
- d. Parent's/Guardian's consent.



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Enclosure 7 to Division Memorandum No. 820, s. 2025

SCHEDULE OF ACTIVITIES

ACTIVITY	DATE	TIME	VENUE	CONCERNED SCHOOLS
Medical Examination (For athletes who have not undergone medical assessment for the on-going Year-round Sports Training) *Note: Private School Participants must take medical assessment at their respective School *Athletes should bring with them Parent's consent and completely accomplished and signed Medical History Form (MC Form 2). NO SIGNED OR INCOMPLETELY ACCOMPLISHED MEDICAL HISTORY FORMS, NO MEDICAL/ DENTAL CHECK UP.	October 28, 2025	9:00 – 11:30 AM	SDO – Vigan City Clinic	Nagsangalan ES
	October 28, 2025	1:30- 2:30 PM		Raois ES
	October 28, 2025	2:30 – 4:00 PM		San Julian ES
	October 29, 2025	9:00 – 10:00 AM		Vigan Central School Capangpangan ES Camanggaan ES
	October 29, 2025	10:00 – 11: 00 AM		Bulala-Paratong ES GESIIMS Cabaraon- Cabalangen ES
	October 29, 2025	11:00 – 11:30 AM		Jose Singson ES Vigan National High School East
	October 29, 2025	1:30 – 2:30 PM		Salindeg, Pong-ol, Baracca ES Tamag ES
	October 29, 2025	2:30 – 3:00 PM		Vigan National High School West
	October 29, 2025	3:00 – 4:00 PM		Ilocos Sur National High School



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ACTIVITY	SCHEDULE	VENUE
Submission of Athletes and Coaches Documents	October 29, 2025	SDO Records' Office
Evaluation of Athletes and Coaches Documents by DSAC	October 30, 2025 (onwards)	SGOD Office
Solidarity Meeting (Tournament Managers, Technical Officials and School Sports Coordinators)	November 7, 2025	2:00 PM @ VCS Covered Court
Rehearsal for the Opening Program	November 10, 2025	Plaza Burgos, Vigan City
City Meet Opening Program	November 11, 2025	Plaza Burgos, Vigan City
Competition Proper	November 8-15, 2025	By playing venues
Submission of Results	November 15, 2025	c/c clerk of course