



2510-2651

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

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

No. 842, s.2025

**SDO VIGAN CITY PARTICIPANTS TO REGIONAL ORIENTATION-WORKSHOP  
 ON SPORTS CLUBS FOR SCHOOL HEADS AND DIVISION FOCALS**

To: Assistant Schools Division Superintendent  
 Chief Education Supervisors  
 Public Elementary and Secondary Schools

1. In reference to Regional Memorandum No. 1459, s. 2025 titled, "Regional Orientation-Workshop on Sports Clubs for School Heads and Division Focals" the Department of Education Regional Office I through the Education Support Services Division (ESSD), will conduct the said activity at the **Sky World Hotel, Camp 7, Kennon Road, Baguio City** on **November 12-14, 2025**.

2. Below are the participants for this division:

	<b>Name</b>	<b>Position/ Designation</b>	<b>School/ Office</b>
1.	Rosario A. Organo	School Principal II	BPES
2.	Eric A. Bilgera	Head Teacher III	GESIIMS
3.	Azenith A. Ramos	School Principal I	MES
4.	Avelina T. Alon	School Principal I	SPBES
5.	Leticia A. Pugrad	School Principal I	TES
6.	Ana A. Castor	School Principal IV	VCS
7.	Karen A. Frando	School Principal II	BMSW
8.	Vivian T. Del Castillo	School Principal I	CAPEB
9.	Paulino B. Aninag Jr.	School Principal I	JSES
10.	Maggie P. Aytana	OIC-Master Teacher II	PIS
11.	Marinel T. Valdez	Head Teacher II	SJES
12.	Dina Q. Rivad	School Principal II	BMSE
13.	Nora P. Paroligan	School Principal III	CCES
14.	Royston F. Quidolit	School Principal I	CAMES
15.	Richard A. Agtutubo	School Principal III	NES
16.	Racquel A. Follante	School Principal II	RES
17.	Lany Q. Corpuz	School Principal I	RPES
18.	Editha C. Bagcal	School Principal IV	ISNHS
19.	Anita R. Presto	School Principal III	VNHSE
20.	Glenn U. Tadena	School Principal I	VNHSW

3. Participants must meet the following requirements:

- Signed Travel Authority
- Medical Certification indicating that the participant is medically and physically fit to attend the orientation-workshop.



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REGION I  
SCHOOLS DIVISION OF VIGAN CITY

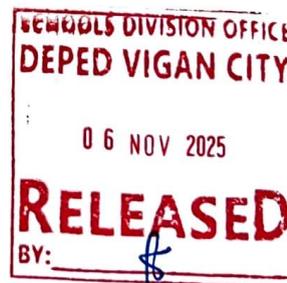
4. Participants are required to register on or before November 4, 2025, via this link: <https://tinyurl.com/we3n9kcz>.
5. The first meal will be PM Snacks on November 12, and the last meal will be lunch on November 14.
6. Travel and other incidental expenses of participants and resource speakers shall be charged against their respective MOOE/local funds subject to the usual accounting and auditing rules and regulations. While travel and other incidental expenses of training/program committee from the Regional Office shall be charged against FY 2025 GAA.
7. For information, guidance and attendance.

**VILMA D. EDA, CESO V**  
Schools Division Superintendent

Encl: Regional Memorandum No. 1459, s. 2025  
Reference: As stated  
To be indicated in the Perpetual Index  
under the following subject:

TRAINING PROGRAMS

SGOD/HRDD/aff/DM\_Reg1OrientationWorkshopSportsClub  
November 4, 2025





Republic of the Philippines  
**Department of Education**  
 REGION I



**REGIONAL MEMORANDUM**  
 No. 1459, s. 2025

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

To: Schools Division Superintendents  
 Division Sports Officers

- The Department of Education, Regional Office 1, through the Education Support Services Division (ESSD), will conduct a Regional Orientation-Workshop on Sports Clubs for School Heads and Division Focals at the Sky World Hotel, Camp 7, Kennon Road, Baguio City on November 12-14, 2025.

2. Participants are categorized as follows:

CATEGORY	NUMBER OF PARTICIPANTS
School Head	25 each Province Schools Division Office
<b>TOTAL</b>	20 each City Schools Division Office <b>305</b>

- Participants must meet the following requirements:
  - Signed Travel Authority
  - Medical Certification indicating that the participant is medically and physically fit to attend the Orientation-Workshop
- Participants are required to register by November 3, 2025, via this link: <https://tinyurl.com/we3n9kcz>.
- The first meal will be PM Snacks on November 12, and the last meal will be lunch on November 14.
- Travel and other incidental expenses of participants and resource speakers shall be charged against their respective MOOE/local funds subject to the usual accounting and auditing rules and regulations. While travel and other incidental expenses of training/program committee from the Regional Office shall be charged against FY 2025 GAA.



Flores St., Catbangen, City of San Fernando, La Union  
 Telephone Nos.: (072) 607-8137/682-2324  
 DepEd Region I | region1@deped.gov.ph  
 www.depedregion1.com

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7. Schools Divisions should strictly adhere to their designated number of participants.
8. Immediate dissemination of this Memorandum is desired.

For the Regional Director:



**LIEZL P. MIQUE**  
 Education Program Supervisor  
 Quality Assurance Division

Reference: None

To be indicated in the Perpetual Index  
 under the following subjects:

TRAINING  
 PROGRAMS

ESSD/jp/RegionalOrientation-WorkshopofSportsClubonSchoolHeads



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 Telephone Nos.: (072) 607-8137/682-2324  
 DepEd Region I region1@depd.gov.pl  
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