



2511-788

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

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

No. 875, s.2025

**RESCHEDULING AND ADMINISTRATIVE NOTES ON THE 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. 1520, s. 2025** titled, "*Rescheduling and Administrative Notes on the Regional Orientation-Workshop on Sports Clubs for School Heads and Division Focals*" and **Division Memorandum No. 842, s. 2025** titled, "*SDO Vigan City Participants to the 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), announces the rescheduling of the said activity from November 12-14, 2025 to **January 21-23, 2025** due to unavailability of the Resource Speaker.
2. The first meal will be PM snacks on January 21 and the last meal will be on January 23.
3. Division Sports Officer shall be included in the total number of participants allotted in this division.
4. The Program Management Team and Program Matrix are attached in the regional memorandum.
5. All other provisions in the division memorandum shall remain in effect.
6. Immediate dissemination of this Memorandum is desired.

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

SCHOOLS DIVISION OFFICE  
DEPED VIGAN CITY  
14 NOV 2025  
**RELEASED**  
BY: *[Signature]*

Encl: Regional Memorandum No. 1520, s. 2025  
Reference: As stated  
To be indicated in the Perpetual Index under the following subject:

TRAINING PROGRAMS

SGOD/HRDD/aff/DM\_ReschedulingReglOrientationWorkshopSportsClub  
November 12, 2025



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Republic of the Philippines  
Department of Education  
REGION I



NOV 11 2025

**REGIONAL MEMORANDUM**

No. 1520, s. 2025

**RESCHEDULING AND ADMINISTRATIVE NOTES ON THE REGIONAL  
ORIENTATION-WORKSHOP ON SPORTS CLUB FOR SCHOOL HEADS AND  
DIVISION FOCALS**

To: Schools Division Superintendents  
Division Sports Officers

1. This has reference to the Regional Memorandum No. 1459, s. 2025. *Regional Orientation-Workshop on Sports Club for School Heads and Division Focals* scheduled for November 12-14, 2025. The said activity will be rescheduled for January 21-23, 2026, due to unavailability of the Resource Speaker.
2. The first meal will be PM Snacks on January 21, and the last meal will be lunch on January 23.
3. Division Sports officers shall be included in the total number of participants allotted to their respective schools division.
4. Attached are the Program Management Team and Program Matrix.
5. All other provisions of the aforementioned memorandum remain in effect.
6. Immediate dissemination of this Memorandum is desired.

**TOLENTINO G. AQUINO**  
Director IV

Reference: RM No. 1459, s 2025

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

TRAINING  
PROGRAMS

ESSD/jp/RegionalOrientation-WorkshopofSportsClubonSchoolHeads  
November 11,2025



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### TRAINING/PROGRAM COMMITTEE

1. Tolentino G. Aquino, Regional Director
2. Rhoda T. Razon, Assistant Regional Director
3. Sarah Q. Casuga, Chief Education Supervisor, ESSD
4. Ramon O. Caniezo, Supervising Administrative Officer, AD
5. Ryan E. Bantiding, Education Program Supervisor, QAD
6. Rodolfo B. Ligawad Jr., Education Program Supervisor, CLMD
7. Darius C. Nieto, Project Development Officer IV, ESSD
8. Elmer P. Sabado, Project Development Officer II, ESSD
9. Mark R. Sordilla, Technical Assistant I, ESSD
10. Joshua Plaza, Technical Assistant I, ESSD
11. Geneva D. Anies, Technical Assistant I, ESSD



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**TRAINING MATRIX**

	DAY 1 (January 21)	DAY 2 (January 22)	DAY 3 (January 23)
8:00-12:00 AM	TRAVEL TIME	BREAKFAST	BREAKFAST
		<b>SESSION 3.</b> <b>DepEd Order No. 22, s. 2025</b> <b>(Institutionalization of School Sports Clubs in Public Schools)</b> (LF: ASDS, Domingo L. Laud)	<b>SESSION 4.</b> <b>Implementation of Special Program in Sports</b> (LF: Rodolfo Ligawad, Jr.)  Closing Ceremony  Last meal to be serve (LUNCH)
12:00 PM – 1:00 PM	LUNCH	LUNCH	LUNCH
1:01- 2:00 PM	Arrival and Registration Preliminaries - Opening Ceremony - Prayer - National Anthem - Welcome Remarks -Orientation of Participants	Continuation... <b>DepEd Order No. 22, s. 2025</b> <b>(Institutionalization of School Sports Clubs in Public Schools)</b> (LF: ASDS, Domingo L. Laud)	HOME SWEET HOME
2:01 PM- 3:00 PM	<b>SESSION 1. Learner Rights Protection</b> (LF: Elmer P. Sabado, PDO-II, LRP)		
3:01 PM-3:15 PM	PM SNACKS	PM SNACKS	
3:16 PM – 4:15 PM	<b>SESSION 2. Managing Stress, Strengthening Minds</b> (LF: Geneva Anies, TA-I, Mental Health)	Continuation... <b>DepEd Order No. 22, s. 2025</b> <b>(Institutionalization of School Sports Clubs in Public Schools)</b> (LF: ASDS, Domingo L. Laud)	
6:00 PM – 8:00 PM	DINNER	DINNER	



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