



2512-442

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

DIVISION MEMORANDUM

No. 952, s.2025

ADMINISTRATIVE NOTES ON THE CONDUCT OF THE SPORTS MANAGEMENT SEMINAR AND NATIONAL SEMINAR ON TOURNAMENT MANAGEMENT IN PREPARATION FOR THE PALARONG PAMBANSA

To: Assistant Schools Division Superintendent
Chief Education Supervisor-SGOD
School Head-Pantay Integrated School

1. This refers to the **Regional Memorandum No. 1658 s. 2025** titled, "Administrative Notes on the Conduct of the Sports Management Seminar and National Seminar on Tournament Management in Preparation for the Palarong Pambansa" and **Division Memorandum No. 945, s. 2025** titled, "Participants to the Conduct of the Sports Management Seminar and the National Seminar on Tournament Management in Preparation for the Palarong Pambansa 2026".
2. Participants shall be granted two (2) days compensatory time-off (CTO) for non-teaching personnel and two (2) days service credits for teaching personnel specifically for the following dates: December 7 (Sunday) and December 8 (Holiday).
3. Immediate dissemination of this Memorandum is desired.

VILMA D. EDA, CESO V
Schools Division Superintendent

Encl: Regional Memorandum No. 1658, s. 2025
Division Memorandum No. 945, s. 2025
Reference: As stated
To be indicated in the Perpetual Index under the following subject:

PROGRAM SPORTS

SGOD/HRDD/aff/DM_AdministrativeNotesSportsManagement
December 3, 2025





Republic of the Philippines
Department of Education
REGION I



REGIONAL MEMORANDUM
No. 1658 s. 2025

2512-442 F 990

**ADMINISTRATIVE NOTES ON THE CONDUCT OF THE SPORTS MANAGEMENT
SEMINAR AND NATIONAL SEMINAR ON TOURNAMENT MANAGEMENT IN
PREPARATION FOR THE PALARONG PAMBANSA**

To: Schools Division Superintendents
Division Sports Officer

1. This refers to the Regional Memorandum No. 1652 s. 2025 dated December 2, 2025 titled "Conduct of the Sports Management Seminar and National Seminar on Tournament Management in Preparation for the Palarong Pambansa".
2. Participants shall be granted two (2) days compensatory time-off (CTO) for Non-Teaching Personnel and two (2) days Service Credits for Teaching Personnel specifically for the following dates: December 7 (Sun) and December 8 (Holiday).
3. Immediate dissemination of this Memorandum is desired.

For the Regional Director:

RHODA T. RAZON
Director I

Encl.: rm no. 1652 s. 2025

Reference:

To be indicated in the Perpetual Index

Under the following subjects:

PROGRAM
SPORTS

ESSD/jp/RM_AdministrativeNotesSportsManagement
December 3, 2025



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2512-317

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

DIVISION MEMORANDUMNo. 945, s.2025

**PARTICIPANTS TO THE CONDUCT OF THE SPORTS MANAGEMENT SEMINAR
AND THE NATIONAL SEMINAR ON TOURNAMENT MANAGEMENT IN
PREPARATION FOR THE PALARONG PAMBANSA 2026**

To: Assistant Schools Division Superintendent
Chief Education Supervisors

1. In reference to **Division Memorandum No. 1652, s. 2025** titled, "*Conduct of the Sports Management Seminar and the National Seminar on Tournament Management in Preparation for the Palarong Pambansa 2026*," the Department of Education, through the Palarong Pambansa Secretariat shall conduct the Sports Management Seminar and the National Seminar on Tournament Management on **December 7-10, 2025, at DepEd Ecotech Center, Cebu City.**

2. The activity aims to enhance the leadership, organizational, and technical competencies of DepEd sports officers and tournament managers in preparation for the 2026 Palarong Pambansa. Specifically, it seeks to:

- Enhance the participants' knowledge and core competencies in managing sports programs and tournaments effectively and efficiently.
- Provide an opportunity to foster a community of practice among tournament directors and sports officers through the exchange of ideas, experiences, and best practices in sports management.
- Uprise participants' awareness and understanding of the updated Palarong Pambansa policies and guidelines to be implemented in the 2026 Palarong Pambansa.
- Facilitate the formulation of regional and localized action plans that are aligned with the overarching goals, initiatives, and directors of the Palarong Pambansa.

3. Participants are listed below for the aforementioned activity.

Name	Position/Designation	School/Office
Rodrigo Q. Reyes Jr.	Chief Education Supervisor, Division Sports Officer	SDO
Roel Rabang	Teacher VI, Regional Tournament Manager	PIS

4. Participants are hereby reminded that the official check-in time is at 2:00 p.m. on December 7, 2025 and the check-out time is at 12:00 noon on December 10, 2025.



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

5. Travel and other incidental expenses of participants of participants shall be charged against their MOOE/local funds subject to the usual government accounting and auditing rules and regulations.
6. Immediate dissemination of this Memorandum is desired.

VILMA D. EDA, CESO V
Schools Division Superintendent

Encl: Regional Memorandum No. 1652, s. 2025
Reference: As stated
To be indicated in the Perpetual Index
under the following subject:

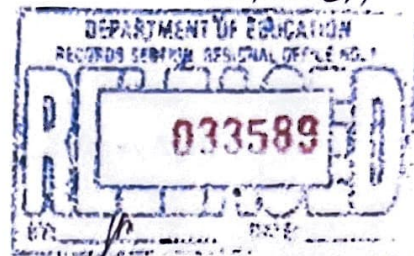
SPORTS PALARONG PAMBANSA

SGOD/HRDD/aff/DM_SportsManagementSeminar
December 2, 2025





Republic of the Philippines
Department of Education
REGION I



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REGIONAL MEMORANDUM

No. 1652, s. 2025

**CONDUCT OF THE SPORTS MANAGEMENT SEMINAR AND
THE NATIONAL SEMINAR ON TOURNAMENT MANAGEMENT IN
PREPARATION FOR THE PALARONG PAMBANSA 2026**

To: Schools Division Superintendents
Division Sports Officers

1. The Department of Education, through the Palarong Pambansa Secretariat shall conduct the Sports Management Seminar and the National Seminar on Tournament Management on December 7-10, 2025, at DepEd Ecotech Center, Cebu City.
2. The activity aims to enhance the leadership, organizational, and technical competencies of DepEd sports officers and tournament managers in preparation for the 2026 Palarong Pambansa. Specifically, it seeks to:
 - Enhance the participants' knowledge and core competencies in managing sports programs and tournaments effectively and efficiently.
 - Provide an opportunity to foster a community of practice among tournament directors and sports officers through the exchange of ideas, experiences, and best practices in sports management.
 - Uprise participants' awareness and understanding of the updated Palarong Pambansa policies and guidelines to be implemented in the 2026 Palarong Pambansa.
 - Facilitate the formulation of regional and localized action plans that are aligned with the overarching goals, initiatives, and directors of the Palarong Pambansa.
3. Participants are listed below for the aforementioned activity.

NAME	POSITION/DESIGNATION	DIVISION/OFFICE
Ryan E. Bantiding	Regional Sports Officer	Region I Office
Arsendio A. Cabacungan	Division Sports Officer	SDO Laoag City
Joel T. Peralta	Division Sports Officer	SDO Ilocos Sur
Dulce D. Tolosa	Division Sports Officer	SDO Pangasinan I
Maurison S. Aquino	Division Sports Officer	SDO San Carlos City
Gilbert P. Isla	Division Sports Officer	SDO Batac City
Rodrigo Q. Reyes Jr.	Division Sports Officer	SDO Vigan City
Arlyn A. Siador	Division Sports Officer	SDO San Fernando City
Julius S. Queddeng	DSO Representative	SDO Pangasinan II
Jeffries V. Jimenez	DSO Representative	SDO Alaminos City



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Princess Ann I. Narciso	DSO Representative/Education Program Supervisor-MAPEH	SDO Ilocos Norte
Elmer P. Sabado	DSO Representative	Region 1 Office
Joshua Plaza	DSO Representative	Region 1 Office
Darius C. Nieto	DSO Representative	Region 1 Office
Rolando B. Buccat	DSO Representative	SDO La Union
Amado R. Macayan	National Tournament Director	SDO Urdaneta City
Jessie Cecil M. Munar	National Tournament Director	SDO Laoag City
Edilberto R. Abalos	National Tournament Director	SDO Dagupan City
Erson Paolo B. Balangue	National Assistant Tournament Director	SDO La Union
Adoracion T. Macaoay	Regional Tournament Manager	SDO Pangasinan II
Lovely Grace C. De Guzman	Regional Tournament Manager	SDO Pangasinan II
Reynante R. Hufana	Regional Tournament Manager	SDO Pangasinan II
Romeo A. Valerio	Regional Tournament Manager	SDO Pangasinan I
Kevin M. Balmores	Regional Tournament Manager	SDO Dagupan City
Danrylle L. Basabas	Regional Tournament Manager	SDO Candon City
Roel Rabang	Regional Tournament Manager	SDO Vigan City

4. Participants are hereby reminded that the official check-in time is at 2:00 p.m. on December 7, 2025, and the check-out time is at 12:00 noon on December 10, 2025.

5. Travel and other incidental expenses of participants shall be charged against their MOOE/local funds subject to the usual government accounting and auditing rules and regulations.

6. Immediate dissemination of this Memorandum is desired.

For the Regional Director:

RHODA T. RAZON
Director

Reference:

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

SPORTS

ESSD/jp/SportsManagement
December 2, 2025



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