



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

January 6, 2026

In compliance with DepEd Order (DO) No. 8, s. 2013,
this advisory is issued not for endorsement per DO 28, s.2001,
but only for the information of DepEd officials,
personnel/staff, as well as the concerned public.
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**ADVISORY ON THE NEW SCHEDULE OF REGIONAL
ORIENTATION-WORKSHOP FOR SCHOOL
HEADS AND DIVISION FOCALS ON
SCHOOL SPORTS CLUB**

Relative to the Regional Memorandum No. 881, s. 2025¹ dated November 16, 2025, this office, through the Education Support Services Division, announces that the New Schedule of the Regional Orientation-Workshop for School Heads and Division Focals on School Sports Club will be held on January 15-16, at The Great Eastern Hotel, Quezon City.

Other provisions in the previous Memorandum are still in effect.

For the information of all concerned.

03/ROE2

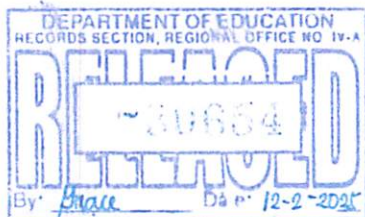
¹ Regional Orientation-Workshop for School Heads and Division Focals on School Sports Club



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Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



16 November 2025

Regional Memorandum
No. 881 s. 2025

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

To: **Schools Division Superintendents**

1. In reference to DepEd Order No. 022, s. 2025, this Office, through the Education Support Services Division, announces the conduct of the *Regional Orientation-Workshop for School Heads and Division Focals on School Sports Club* to be conducted on December 18-19, 2025. The exact venue will be announced in a separate memorandum.
2. The following are the objectives of the activity:
 - a. Orient school heads and division focal persons on the guidelines, standards, and protocols governing SSC programs,
 - b. Equip participants with strategies for effective program implementation, monitoring, and reporting,
 - c. Foster collaboration and partnership between school heads, division focal persons, and regional implementers.
3. The list of participants for this activity is provided in **Annex A**. They are requested to register on or before November 25, 2025, through this link: <https://tinyurl.com/owforSSC>. Additionally, participants are required to secure a certification indicating that they are medically and physically fit to attend the Orientation-Workshop. The indicative program of this activity is detailed in Annex B for your reference.
4. Travel and other related expenses incurred in participation to this activity shall be charged against local funds, subject to the existing accounting and auditing rules and regulations of the Department.
5. For inquiry, kindly contact Dr. Eduarda M. Zapanta, Chief Education Supervisor, or Dr. Ramil G. Ginete, Regional Sports Officer/Project Development IV at eduarda.m.zapanta@deped.gov.ph.
6. Immediate dissemination and strict compliance with this Memorandum are highly desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

03/ROE/LCS



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Annex A. List of Participants for the Regional Orientation-Workshop for School Heads and Division Focals on School Sports Club.

DESIGNATION	No.	OFFICE
Regional Office ESSD Personnel /TWG	7	Regional Office
Participants (School Heads)	456	School Division Offices
Division Sports Officers	25	School Division Offices
Technical Assistant I in Sports Program (SDOs)	22	(22) School Division Offices except for Calamba City, Calaca City and Carmona City
Medical Nurses	3	(1) SDO
SSC Focal	2	Central Office
Facilitators (SGOD Chiefs / PSDS)	18	School Division Offices

Annex B. Indicative Program of Activity

CONDUCT OF THE REGIONAL ORIENTATION-WORKSHOP FOR SCHOOL HEADS AND DIVISION FOCALS ON SCHOOL SPORTS CLUB		
DAY 1		
TIME	ACTIVITY	PERSONS INVOLVED
8:00 A.M – 8:30 A.M	Registration	Technical Working Group (TWG)
	<ul style="list-style-type: none"> - Preliminaries - National Anthem - Prayer - Bagong Pilipinas Hymn - CALABARZON March 	
8:30 A.M – 9:30 A.M	Introduction of Participants	Donna L. Lago Assistant Regional Sports Officer
	Statement of Purpose/ Welcome Remarks	Eduarda M. Zapanta Chief Education Supervisor
	Inspirational Message (In-person/ Video)	Atty. Alberto T. Escobarte, CESO II Regional Director
	Presentation of Program Matrix	Loida N. Nidea Assistant Regional Director Benito L. Picones Technical Consultant in Sports / DSO
9:30 A.M – 12:00 P.M	Breakout Sessions	RESOURCE SPEAKERS
	<ul style="list-style-type: none"> - Discussion on the overview of Comprehensive School Sports Program (CSSP) - Presentation of the DepEd Order POLICY ON THE INSTITUTIONALIZATION OF THE SCHOOL SPORTS CLUB I. Rationale II. Scope III. Definition of terms IV. Policy Statement V. Procedures <ul style="list-style-type: none"> a. Frameworks b. Club Establishment c. Club Operations → Output: Communication Plan - Open Forum (Facilitators) 	

	d. SSC Action Plan Development e. Fund Source f. SSC Implementers g. Safety & Risk Management h. Health Services → Output: Action Plan/ SIP /MOOE - Open Forum (Facilitators) VI. Roles and Responsibilities VII. Monitoring and Evaluation → Output: M&E / Risk Management - Open Forum (Facilitators)	
12:00 P.M – 1:00 P.M	Lunch Break	
1:00 P.M – 5:00 P.M	Breakout Sessions Continuation of the remaining topics WORKSHOP: Action Plan Development	RESOURCE SPEAKERS
5:00 P.M – 6:00 P.M	De-briefing Session	
6:00 PM – 7:00 PM	Dinner	
DAY 2		
8:00 A.M – 12:00 P.M	Breakout Sessions Presentation of Outputs	RESOURCE SPEAKERS
12:00 P.M – 1:00 P.M	Lunch Break	
1:00 P.M – 4:00 P.M	Plenary & Closing - Ways Forward - Closing Ceremony	Technical Working Group (TWG)
4:00 P.M onwards	"HOME SWEET HOME"	