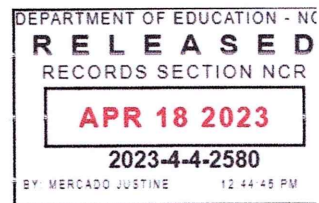





Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION



**MEMORANDUM** 283

**TO** : **SCHOOLS DIVISION SUPERINTENDENTS**  
SDO Marikina City  
SDO Makati City  
SDO Caloocan City

**FROM** :  **WILFREDO E. CABRAL, CESO III**  
Regional Director

**SUBJECT** : **WRITESHOP ON THE DEVELOPMENT OF DEPED  
MANUAL OF OPERATIONS FOR SPORTS CLUB**

**DATE** : April 13, 2023

1. Attached is DepEd Memorandum dated March 31, 2023 requesting the following officials to attend the Writeshop on the Development of DepEd Manual of Operations for Sports Club on April 17-21, 2023 at Recidencia del Hamor, Casiguran, Sorsogon.

- Mr. Alberto D. Villamor - SDO Marikina
- Dr. Ariel P. Villar - SDO Caloocan
- Mr. Lawrence Jay Sedilla - SDO Makati

2. Expenses for the transportation can be charged to local funds, subject to the usual accounting and auditing rules and regulations.

3. Immediate and wide dissemination of this Memorandum is desired.

essd/lifo/23



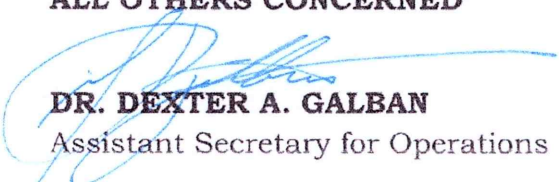


Republic of the Philippines  
**Department of Education**  
**OFFICE OF THE ASSISTANT SECRETARY FOR OPERATIONS**  
BUREAU OF LEARNER SUPPORT SERVICES  
School Health Division | School Sports Division | Youth Formation Division

OM-OASOPS-2023-03-\_\_

**MEMORANDUM**

**TO :** REGIONAL DIRECTORS CONCERNED  
MINISTER OF BASIC, HIGHER, AND TECHNICAL  
EDUCATION, BARMM  
SCHOOLS DIVISION SUPERINTENDENTS CONCERNED  
ALL OTHERS CONCERNED

**FROM :**   
DR. DEXTER A. GALBAN  
Assistant Secretary for Operations

**SUBJECT :** WRITESHOP ON THE DEVELOPMENT OF DEPED MANUAL  
OF OPERATIONS FOR SPORTS CLUB

**DATE :** 31 MARCH 2023

In support to the Department of Education's (DepEd) thrust of promoting the holistic development of learners through sports club, the Bureau of Learner Support Services–School Sports Division (BLSS–SSD) embarked on a project that will develop a **Manual of Operations for Sports Club** aimed at providing a framework and standard operating procedures on the establishment of sports club in the public school system.

To fully realize this initiative, a **Writershop on the Development of the DepEd Manual of Operations for Sports Club** shall be conducted from **April 17 to 21, 2023** at **Residencia del Hamor, Casiguran, Sorsogon**. This activity aims to develop the initial manuscript of the DepEd Manual of Operations for Sports Club as supplemented during the Consultative Conference and Conceptualization of DepEd Manual of Operations for Sports Club.

All concerned are enjoined to authorize the participants enlisted in the enclosed **List of Technical Working Group to the Writershop** to attend and participate to the aforesaid activity.

Participants are expected to be at the venue on April 17, 2023. First meal to be served is lunch and last meal is a.m. snacks of April 21, 2023.

Expenses such as food and accommodation of resource persons, writers, and management staff shall be charged against the FY 2023 Physical Fitness and School Sports (PFSS) Fund. Further, travel expenses of the writers and management staff shall be charged against the aforementioned fund source while transportation expenses incurred by the resource persons shall be charged to their local funds. Additionally, the writers will receive an honorarium, charged to the 2023 PFSS Fund, for the professional services they will render during the writeshop.

All abovestated expenses are subject to the usual government accounting and auditing rules and regulations.

For more information and inquiries, all concerned may contact the Bureau of Learner Support Services–School Sports Division at telephone number (02) 8632-0260 or through email address [blss.ssd@deped.gov.ph](mailto:blss.ssd@deped.gov.ph).

Immediate dissemination of this Memorandum is desired.



Republic of the Philippines  
Department of Education  
**BUREAU OF LEARNER SUPPORT SERVICES**

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SCHOOL SPORTS DIVISION

**WRITESHOP ON THE DEVELOPMENT OF DEPED MANUAL OF  
OPERATIONS FOR SPORTS CLUB**

Residencia Del Hamor, Casiguran, Sorsogon  
April 18 – 21, 2023

**List of Technical Working Group**

**WRITERS**

1. **ASSOCIATE PROFESSOR ALBERTO DIMARUCOT** - University of the Philippines -  
College of Human Kinetics (UP-CHK)  
Diliman, Quezon City
2. **PROF. CATE JESSIE ANN T. YLEANA** - University of the Philippines –  
College of Human Kinetics (UP-CHK)  
Diliman, Quezon City
3. **DR. OLIVER SERVILLON** - Education Program Supervisor  
Division Sports Officer  
SDO Antique
4. **PROF. JOSEPHINE M. MANGAOANG** - Marikina Polytechnic College  
Marikina City
5. **DR. JOCELYN MARCIAL** - Retired Regional Sports Officer  
National Capital Region (NCR)
6. **DR. ARIEL P. VILLAR** - SGOD Supervisor  
SDO Caloocan City
7. **MS. MENCHIE D. DALIGDIG** - Principal III  
Lague Elementary School  
Cawayan East District  
SDO Masbate Province

**RESOURCE PERSONS (LECTURERS/PRESENTERS)**

1. **Sports Club** - **DR. DOMINGO L. LAUD**  
Officer-In-Charge  
Assistant Schools Division  
Superintendent  
SDO La Union

- 2. **Child Protection Specialist** - **DR. ALBERT VILLAMOR**  
SGOD Supervisor  
SDO Marikina City
  
- 3. **Linkages and Partnership** - **External Partnership Services (ESP)**  
**TBA**
  
- 4. **Disaster Risk Management Division** - **TBA**
  
- 5. **Learner Rights and Protection** - **ATTY. SUZETTE T. GANABAN-MEDINA**  
Chief Administrative Officer  
OIC Director III  
  
**MS. MA-ANN ESCOBEDO**  
Senior Technical Assistant IV
  
- 6. **Health and Safety Protocols** - **DR. MARIA LUISA DOLOTANTES**  
SDO Sorsogon City
  
- 7. **Leadership (YFD)** - **MR. ROVIN JAMES CANJA**  
OIC Chief  
Youth Formation Division
  
- 8. **Superintendent** - **DR. DANNY B. CORDOVA, CESO VI**  
Schools Division Superintendent  
Dapitan City
  
- 9. **Regional Office** - **DR. GILBERT SADSAD**  
Regional Director  
Region V

## **RESOURCE PERSONS (FACILITATORS)**

- Bureau of Curriculum Development (BCD)** - **MR. HAROLD D. ESPIRITU**  
Senior Education Program Specialist
  
- Bureau of Learning Delivery (BLD) SPED** - **DR. JOSE D. TUGUINAYO, JR.**  
Chief, CIF  
**MR. RONKYLE SORIANO**  
Senior Education Program Specialist
  
- Bureau of Learning Delivery** - **MR. RONNIE M. BALDOS**  
Senior Education Program Specialist  
Teaching and Learning Division

## **REGIONAL SPORTS OFFICERS**

1. **ENGR. RONALD ASIS** - Region V
2. **DR. MAGDALENO DUHILAG, JR.** - Region XII
3. **DR. AMELITA PETALGO** - Region VI

## **PUBLIC SCHOOLS DIVISION SUPERVISOR and DIVISION IN-CHARGE OF SPORTS**

1. **DR. SERGIO CABRERA** - Public School Division Supervisor  
Association President  
Sports Coordinator Region III
2. **DR. SILVINO B. DOCTOLERO, JR.**  
- Public Schools District Supervisor  
SDO Masbate City
3. **DR. KRISTINE P. CINCO** - Education Program Supervisor – MAPEH  
Officer-In-Charge, School Head  
Lipa City Sports Academy (LCSA)
4. **DR. ANGELITO U. FELISILDA** - Public Schools District Supervisor (PSDS)  
SDO Cagayan de Oro City
5. **DR. SOCOBOS TORREGOSA** - Public Schools District Supervisor (PSDS)  
SDO Bohol
6. **MS. ERIBERTA B. BURI** - Public Schools District Supervisor (PSDS)  
SDO Masbate City
7. **MS. ROWELA M. CAPERIÑA** - SPED Supervisor  
Lucena City
8. **MR. ISAIAS A. BERMAS** - Public Schools District Supervisor (PSDS)  
Sorsogon Province
9. **MR. ARNEL DAVID E. DUKA JR.** Division Sports Coordinator  
SDO Sorsogon Province
10. **DR. EUGINE PENALES** - Region IX

## **PRINCIPALS/SCHOOL HEADS**

- 1. DR. CARMELITA A. FAJARDO** - Principal IV  
Old Sudipen Elementary School  
La Union
- 2. MR. LAWRENCE JAY S. SEDILLA**
  - Acting Principal  
NIYES Senior High School  
SDO Makati City
- 3. MR. ERNIE DEYTO** - Principal IV  
Sorsogon East Central School  
Sorsogon
- 4. MR. AL TREKE DAYAN** - Division Sports Coordinator  
Ministry of Basic Higher and Technical  
Education  
SDO Tawi-Tawi
- 5. MR. JENNIFER A. AVILA** - Principal IV  
San Jose Elementary School  
Palo III, Leyte
- 6. MR. TITO P. YANGAO** - Principal IV  
Kauswagan Central School – CEES Annex  
Kauswagan, Cagayan de Oro City
- 7. MS. MENCHIE D. DALIGDIG** - Principal  
Laque Laque Elementary School  
Cawayan East District  
SDO Masbate City
- 8. MS. RENNETH E. FORTES** - Juban National High School  
SDO Sorsogon Province