



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OFFICE - CAPIZ

January 21, 2024

DIVISION MEMORANDUM
No. 057 s. 2024

UPGRADING OF COMPETENCIES OF OFFICIATING OFFICIALS AND WINNING COACHES OF UNIT DELEGATIONS IN DIFFERENT SPORTS EVENTS

**To: OIC, Office of the Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division
OIC Chief, School Governance and Operations Division
Education Program Supervisors
Public Schools District Supervisors
Heads of Public and Elementary, Secondary, and Integrated Schools**

1. Relative to Division Memorandum No. 498 s. 2023, titled “2024 Capiz Division Meet”, this office will conduct the Upgrading of Officiating Officials and Winning Coaches and Assistant Coaches in Different Sports Events. The training will be held at Capiz NHS Covered Court and Villareal Stadium, Roxas City on **February 3-4, 2024**.
2. This activity aims to:
 - A. enhance the skills of the present officiating officials and train new officials to replace those affected by the age requirement;
 - B. give opportunities to winning coaches to equip themselves with the knowledge in officiating; and
 - C. improve the participants’ awareness in understanding the role of sports in nation-building.
3. The participants in this activity are **winning coaches and assistant coaches of every unit delegation and officiating officials of every event**. They must be physically fit to undergo strenuous activities and are required to present their medical certificate, bring their sports equipment, and present certification from the school head that they served/participated in the lower-level sports competitions. Participants are also expected to bring their external storage device/flash disk for the copy of the topic discussed and be in their comfortable and appropriate sports attire.
4. Theoretical lectures on officiating, coaching, practical application as well as written and practical examinations will be given to determine the competence of the participants. Resource speakers are the tournament managers/invited experts of the respective sports events.
5. Participants involved in the series of sports activities are entitled to service credits per DepEd Order No. 53, s. 2003 titled: Updated Guidelines on the Grant of Vacation Service Credits to Teachers. On the other hand, Non-Teaching personnel including the management staff shall be provided with compensatory time off (CTO) as per the Civil Service Commission (CCC) and Department of Budget and



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Management (DBM) joint Circular No. 2, s. 2004 on non-monetary remuneration for overtime service rendered.

6. Attached is Enclosure A - Training Matrix, and Enclosure B – Training Management
7. Registration is free. Participants are advised to bring packed snacks and lunch.
8. Expenses incurred for the conduct of this activity is chargeable against the SEF funds while travel and other incidental expenses of the resource persons, facilitators, demonstrators, and participants are chargeable against school MOOE funds, both subject to the usual accounting and auditing rules and regulations.
9. Wide dissemination of this Memorandum is desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent 

Encl.: As stated

Reference: As stated

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

PARTNERSHIPS
PROGRAMS
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SPORTS



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Enclosure A - TRAINING MATRIX:

DATE/TIME	TOPIC/ACTIVITY	FACILITATOR
DAY 1 – Feb. 3, 2024		By Tournament Directors per Event
7:30 – 8:00 AM	Registration	
8:00 – 8:30 AM	Opening Program	Mrs. Selfa Mae Toledo & Capiz NHS MAPEH Teachers
8:30 – 9:00 AM	Groupings, Orientation, Expectations, and Pre-Test.	Event Training Manager/Resource Persons
9:00 – 12:00 NN	Policies & Guidelines in the Conduct of Sports Competition. Sports Equipment & Facilities Orientation on the use of the Performance Appraisal System Tool	Event Training Manager
1:00 – 2:30 PM	Competition Rules/Event	Event Training Manager
2:30 – 5:00 PM	Role of Coaches and Coaching Styles Scientific Coaching & Techniques Formulation of Training Design	Event Training Manager/Resource Person
DAY 2 – Feb. 4, 2024		Event Training Manager/Resource Person
7:30 – 9:30 AM	Physical Fitness Test/Event	Event Training Manager/Resource Person
9:30 – 11:30 AM	Theory and Principles of Officiating/Event. Code of Ethics as Coach/Officials during the Game	Event Training Manager/Resource Person
1:00 – 4:00 PM	Formulation of Ground Rules/Event Practicum/Application Performance Appraisal	Event Training Manager/Resource Person
4:00 – 5:00PM	Finalization of the Officiating Officials Closing Program per event.	Event Training Manager/Resource Person

Enclosure B – Training Management:

Training Director: Miguel Mac D. Aposin EdD. CESO V – SDS
 Asst. Training Director: Luz U. Banson EdD, CESE - ASDS
 Consultants: Segundina F. Dollete EdD. - Chief CID & Edna Azcarrag PhD. – OIC, Chief SGOD
 Training Manager: Ronie C. Reteracion – EPS MAPEH/Division Sports Officer
 Secretariat: Chairperson – Dr. Rosemarie Osan, Asst. Chairperson - Dorislyn Bellosillo, Members: Felino Base, Christel Base, Elvie Kilayco, Kenneth Client A. Ortiz, Divina F. Quiachon and Emilio Fer G. Villa

Training Managers/Resource Persons:

EVENT	RESOURCE PERSON	TRAINING MANAGER
1. Archery		
2. Arnis	Mr. Junard Ricardo	Mr. Oldie Olano
3. Athletics	Mr. Francis Iglesia Mr. Ernesto Albason	Mr. Rosemiel Dalisay
4. Badminton	Mrs. Sharon Carillo	Mr. Felicito Bocala
5. Basketball (Regular & 3x3)	Mr. Chovyl Gloria & Mr. Erwin Buni	Mr. Arnel Gervero
6. Billiards		Mr. Jefferson Cabag
7. Chess	Mr. Nicanor Osan	Mr. Francisco Lamayo



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8. Football		Mr. Gilbert Dela Torre
9. Futsal	Jonnifer Almeida	Mr. Art Silva
10. Sepak Takraw Sec. & Jr.		Mr. Rompy Insular & Mr. Danilo Dasal
11. Swimming		Mr. Leony Veedor
12. Table Tennis	Mr. Jesse Laurence Ponsaran	Mr. Reynaldo Palangre
13. Taekwondo	Mrs. Mahalia Paz Ho Mrs. Nelia Honrado	Mr. Terrence Roy Honrado
14. Tennis		Mrs. Mediatrice Gonzales Mr. Mario Valenzuela
15. Volleyball	Dr. Juvy Palangre & Mr. Apollo Luz	Mr. Rey Andrada & Mr. Ernie Hilasgue
16. Wushu		Mr. Christopher Lensig
17. Para Games	Mr. Maricel Macatangay, Marites Barrera, Melissa Manguardia	Mr. Maricel Macatangay
18. Dancesports	Ginnud Bartolo, Marjes Mae Ong, Carla Lago, Melson Camo, Maria Jo-ann Descalsota, Jerimy Lacerdo, John Alber Sorolla	Mrs. Rosebelle Baldostamon
19. Pencak Silat		Mr. Carlito Alsagon
20. Boxing	Efren Profunga	Mr. Arnulfo S. Ladiet
21. Softball/ Baseball	Richard Ledesma	Mr. Menard Abarra



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