



Republic of the Philippines
Department of Education
Region VI – Western Visayas
Schools Division of Capiz

03 OCT 2025

DIVISION MEMORANDUM
NO. 495 s. 2025

ADDITIONAL WORKING COMMITTEE MEMBERS FOR CAPIZ DIVISION SPORTS SUMMIT 2025

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

1. In relation to Capiz Division Sports Summit 2025 to be held in Circulo Convention Center, Pueblo de Panay Township, Lawaan, Roxas City on October 8, 2025, the following DepEd personnel who are members of the working Committee on Program are requested to report at the SDO-Capiz on the specified dates, to wit:

NAME	SCHOOL/DISTRICT	DATE	PURPOSE
1. Dorislyn T. Bellosillo	Ivisan Elem. School		
2. Joan Evangelista	Tapaz National High School		
3. Alvhee Claudette A. Gayoba	Ivisan National High School		
4. Cheery M. Dequiña	Capiz National High School	October 4, 2025	Practice and perform during the Capiz Division Sports Summit 2025
5. Kharen V. Gialen	Ivisan National High School	October 6-8, 2025	
6. Felino V. Base	Pawa National High School		
7. Roy Diaz	Tuburan National High School		
8. Elmer B. Alegre	Maindang Elem. School		
9. John Edwel Alloc	Mambusao National High School		



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2. Participants involved in the series of sports activity are entitled to service credits per DepEd Order No. 013, s. 2024 titled Revised 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) per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on non-monetary remuneration for overtime service rendered.
3. Travel expenses of the participants relative to the conduct of the activity is chargeable against the school MOOE funds subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of this Memorandum is desired.


ROEL F. BERMEJO
Schools Division Superintendent

Encl.: As stated
Reference: As stated
To be indicated in the Perpetual Index
under the following subject
PARTNERSHIPS,
PROGRAMS
PROJECTS,
CONFERENCES,
SPORTS

Address: Banica, Roxas City
Contact Number: (036) 6518 456/0968-869-5867
Email Address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>