



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

04 AUG 2026

DIVISION MEMORANDUM

No. **353**, s. 2026

**MEETING OF WORKING COMMITTEE CHAIRPERSONS FOR THE HOSTING OF
2027 WESTERN VISAYAS REGIONAL ATHLETIC ASSOCIATION MEET**

To: Assistant Schools Division Superintendent
OIC Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Private, Public Elementary, Secondary, and Integrated
Schools

1. In preparation for the hosting of the **2027 Western Visayas Regional Athletic Association (WVRAA) Meet**, a meeting of all Working Committee Chairpersons shall be conducted to discuss plans, targets, assignments, and preparations necessary to ensure the successful conduct of the said regional sporting event on August 7, 2026 at 1:00 PM at capiz Division Multi-purpose Hall.
2. This activity aims to:
 - a. review the overall preparations and implementation framework for the 2027 WVRAA Meet;
 - b. clarify the duties and responsibilities of each working committee;
 - c. identify resource, logistical, and operational requirements necessary for the event;
 - d. establish timelines, targets, and deliverables for all committees;
 - e. address concerns, challenges, and coordination mechanisms to ensure efficient event management; and
 - f. strengthen collaboration among committees toward the successful conduct of the 2027 WVRAA Meet.
3. Attached to this Memorandum is the list of Working Committee Chairpersons and their corresponding committee assignments for the hosting of the 2027 Western Visayas Regional Athletic Association (WVRAA) Meet.



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4. This Memorandum serves as the Authority to Travel of all participants in connection with their attendance to the said meeting.
5. Travel and other operational expenses in connection with the conduct of the activity, may be charged against the School Maintenance and Other Operating Expenses (MOOE), and/or other available sources of funds, subject to the fund availability and to the usual accounting and auditing rules and regulations.
6. Wide and immediate dissemination of this Memorandum is enjoined.


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,
TRAININGS
ACTIVITIES
SPORTS



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Enclosure No. 1 to Division Memorandum No. 353, s. 2026

2027 WVRAA MEET WORKING COMMITTEES

NO	COMMITTEE	CHAIRPERSON	OFFICE/STATION
1.	GRANDSTAND MANAGEMENT	MICLE HAGUISAN	Manual Onato NHS
2	GOVERNORS NIGHT	MAAM LUZ BANSON	SDO
3	SOLICITATION AND SOUVENIR PROGRAM MANUAL OF OPERATIONS	MERLIE RUBIO/MARRGIE A. OBLIGACION/RUTH C. GERVERO/MA. THERESA V. VILLAGRACIA	SDO
4	TECHNICAL LIGHTS, SOUNDS, & LED WALL	ERNESTO FULGENCIO	Leodegario Deocampo NHS
5	SECRETARIAT	EDWIN JAYSON DUENAS ANN VILLAMOR	SDO
6	DOCUMENTATION	SGOD OIC Chief (PUBLICATION ADVISERS)	SDO
7	PROGRAM AND EMCEE	YZARDA BALLERA & JASON DUENAS	SDO
8	TOKEN FOR GUESTS AND VIP's	MA. SHARON S. BARRIENTOS	SDO
9	MEDICAL/DENTAL FIRST AID AND EMERGENCIES	DR. DIONIROSE L. DURON	SDO
10	BED AND BEDDING	ALAN VINCENT ALTAMIA GLENDA G. GERVERO RAUL L. JIMENEZ MAE G. FRAC	SDO TAPAZ WEST TAPAZ EAST DUMALAG
11	PARADE	JOLLY BATUIGAS GEROE ODICTA	FELIX BALGOS NHS SAPIAN NHS
12	RECOGNITION AND AWARDS (TROPHIES AND CERTIFICATES)	ELENIA BARANDA FE D. BANEZ	SDO
13	MEDIA AND PUBLICATION	YZARDA BALLERA & MERLIE RUBIO	SDO
14	HOTEL RESERVATIONS FOR THE VIPs	MAY EVAN DELA CRUZ	SDO
15	BILLETING AND ACCOMODATION	ZALDY CAALAM	SDO
16	TOURISM PROMOTION AND STREAMERS	ROMAR JARAVELO	SDO
17	SPORTS FORUMS, SOLIDARITY MEETINGS & REFRESHER COURSE	YZARDA BALLERA & JASON DUENAS	SDO
18	SECURITY/TRAFFIC	RONILO TU	FELICIANO YUSAY CONSING NHS
19	TRANSPORTATION	REYMART BACLAS	BASIAO NHS



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20	PARKING AREAS	ELPHEGE PACLIBAR	EAST VILLAFLORES NHS
21	OPERATION AND HELP DESK CENTERS	LEOWEL BATUIGAS	PANITAN NHS
22	SPORTS EQUIPMENT FOR COMPETITIONS AND SUPPLIES	ROLANDO RICARDO	IVISAN NHS
23	SCHEDULE OF GAMES	RONIE C. RETERACION	SDO
24	INVITATIONS/COMMUNICATION	EDDIE ARCENAS	IVISAN ES
25	IDENTIFICATION& DEVELOPMENT OF PLAYING VENUES, GROUNDS AND FACILITIES	REYNALDO CRESPO	SDO
26	CLOSING PROGRAM	COMM. LUIS A. ASIS NHS	BAMBI BILLANES
27	DANCESPORTS COMPETITION	FE D. BANEZ CALIN A. BERNALES	SDO
28	PARAGAMES	RUTH C. GERVERO	SDO
29	PROCUREMENT	RHODELA MARTINEZ JEOLY PEARL AGABE	SDO
30	WVRAA LOGO/BANNER, DESIGN, ICT EQUIPMENT AND GAME RESULT	EMMANUEL LATI VINCENT D. LAUSA	SDO DUMALAG CENTRAL NHS
31	DECORATIONS	CIRILO VILLAGRACIA	SDO
32	GENERAL SUPPORT SERVICES	REYNALDO AZCARRAGA	SDO
33	DELEGATION SYNOPSIS/DELEGATION MUSIC	ANDRES D. QUIACHON MARGGIE OBLIGACION	SDO
35	BILLETING SCHOOLS AND ACOOMODATION	ZALDY CAALAM/LOENY VEEDOR/JOHNNY PUGON	SDO IVISAN DISTRICT
36	FINANCE AND WAYS AND MEANS	DENMARK LLANERA/CECIL DIOCSON	SDO