




Republic of the Philippines  
**Department of Education**  
Region II – Cagayan Valley  
SCHOOLS DIVISION OF NUEVA VIZCAYA

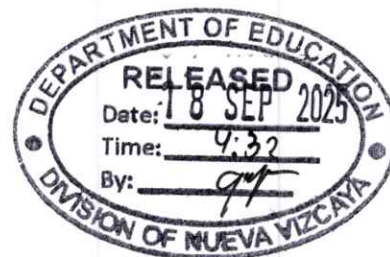
**UNNUMBERED MEMORANDUM**

**TO:** Assistant Schools Division Superintendent  
Chief, School Governance and Operations Division  
Chief, Curriculum Implementation Division  
Public Schools Division Supervisors & District In-Charge  
All others concerned

**FROM:**  **ORLANDO E. MANUEL PhD, CESO V**  
Schools Division Superintendent  
09-2025-470

**DATE :** September 18, 2025

**SUBJECT : CONDUCT OF DIVISION HYBRID (VIRTUAL AND FACE TO FACE)  
ORIENTATION ON ESTABLISHING SCHOOL SPORTS CLUB**



1. This Office announces the conduct of the **Division Hybrid (Virtual & Face to Face) Orientation on Establishing School Sports Club**, to be held at the **Quality Management Office, DepEd SDO, Bayombong, Nueva Vizcaya, on September 23–25, 2025, at 8:00 in the morning. Just scan the QR Code for access. The DSOW (Division Staff Orientation Workshop) re this activity will be on September 22, 2025, 9am on same venue.**



2. The orientation aims to capacitate school heads, sports coordinators, and teachers on the proper establishment and implementation of the School Sports Club (SSC), highlighting the terms of reference, teamwork, discipline, leadership, and program sustainability. This activity is in line with *DepEd Order No. 022, s. 2025*, which mandates all schools to institutionalize SSCs as part of the Department's commitment to holistic learner development and grassroots sports promotion.

3. The expected virtual participants are the School Heads, School Sports Coordinators MAPEH Teachers and all interested would be coaches.

4. The onsite participants are the following:

No	Name	School/Office
	<i>Resource Persons</i>	
1	Patrice Jufel S. Cubangbang	Solano High School
2	Marilou G. Tugade	Sta. Rosa ES
3	Phil A. Mejia	Diadi NHS
4	Benniedic C. Dulay	Quezon NHS
5	Regie M. Marcos	SGOD
6	Joe Franco I. Jimenez	Sta. Clara HS
7	Charito D. Bullanday	Solano HS



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8	Ryan A. Grapiza	Aritao HS
9	Rodel Q. Batacan	Bambang NHS
10	Efphraim V. Cariño	Sta. Cruz Pingkian HS
11	Princess Diana A. Daquioag	Lamo NHS
12	Garlymayne C. Pitlongay	Sta. Cruz Pingkian NHS
	<i>Program Management Team</i>	
1	Noli Mar M. Navarro EdD	SEPS, SMME
2	Melany M. Asuncion PhD	EPS, SGOD
3	Atty. Julius Caesar G. Domingo, CPA	Attorney III
4	Romulo S. Ancheta PhD	Chief, SGOD
5	Adonis C. Ceperez EdD, CESE	Asst Schools Division Superintendent
6	Orlando E. Manuel PhD, CESO V	Schools Division Superintendent

5. The onsite participants are requested to bring laptops during the orientation.
6. The meals and snacks of the participants shall be charged against **OSEC-2-24-4227** while the travel expenses to be incurred shall be charged against local funds subject to usual accounting and auditing rules, policies and procedures.
7. For information, guidance and compliance.