



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2026-054

To : Chiefs, CID & SGOD
Division Sports Management Team
All others concerned

Subject : **OCULAR INSPECTION AT RIZAL ELEMENTARY SCHOOL, TAGUM CITY, AS BILLETING QUARTERS OF DIGOS CITY FOR THE 2026 DAVRAA MEET**

Date : January 27, 2026

The following personnel are hereby directed to conduct ocular inspection on February 5, 2026, at Rizal Elementary School, Sobrecarey St., Tagum City, as part of the preparations for the 2026 Davao Region Athletic Association (DAVRAA) Meet:

NAME	POSITION	ASSIGNMENT
1. Sollie B. Oliver, JD, MATE	Chief ES, SGOD	Execom
2. Eleser D. Mateo	PSDS	Assistant DSO
3. Elizabeth Quiñones	EPS	Food Committee
4. Jerick S. Vergara	Engineer III	Physical Facilities Coor.
5. Jayzon T. Cardines	PDO II	DRRM Focal
6. Juvy P. Salise	School Head	Chair, Billeting Quarters
7. Edsel F. Nacua	School Head	Co-Chair, Billeting Quarters
8. Melvin T. Sabio	Master Teacher III	Chair, Venue Preparation
9. Joel B. Gomito	Nurse II	HNU

The team shall survey the school facilities to set up billeting areas, a mess hall, a kitchen, and rooms for the delegation members and support staff, among others.

It is advised that the caterer shall also be informed to join the ocular visit.

Travel, meals, and other incidental expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



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For guidance and compliance.

MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

For and in the absence of the SDS:

Janice S. Oliver 1/27/26
SOLLIE B. OLIVER, JD, MATE
Chief ES, SGOD *jl*
Officer-In-Charge

DepEd Schools Division of Digos City
RECORDS SECTION
RECORDED *W. B.*
DATE: 27 JAN 2026 TIME: 4:17 pm
BY: *[Signature]*



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