



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2026-021

To : Assistant Schools Division Superintendent
Chiefs, CID & SGOD
Public Schools District Supervisors
Division Sports Management Team
Public and Private School Heads
Health and Nutrition Personnel
DSAC Head and Members
Concerned Teaching, Teaching-Related, & Non-Teaching Personnel
All Others Concerned

Subject : **ADVANCE PARTY TO THE BILLETING QUARTERS OF DIGOS CITY
FOR THE 2026 DAVRAA**

Date : February 5, 2026

Pursuant to Regional Memorandum No. ESSD-2026-010, regarding the Conduct of the 2026 Regional Athletic Association Meet, the personnel in the attached list (Enclosure 1), **are hereby instructed to visit Rizal Elementary School, Tagum City, beginning February 10-19, 2026, to perform activities which shall ensure that the school is ready and safe as the billeting quarters of Digos City Delegates during the 2026 DAVRAA Meet.**

The following activities shall form part of their visit:

1. Ensure that the mess area shall be cleaned and prepared.
2. Welcome tarps and decorations are installed.
3. Electrical wirings and plumbing are checked and fixed.
4. Rooms are identified and labeled.
5. Water source and sanitation are ensured.
6. Perform other tasks as needed.

As per DepEd Order No. 53, s. 2003 or the Updated Guidelines on Grant of Vacation Service Credits to Teachers, the participants who shall have their training during holidays, Saturday and Sunday shall be eligible for the grant of Service Credits for Teachers and Compensatory Overtime Credits (COC) for non-teaching personnel.



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
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Travel and other incidental expenses shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

For information and guidance of all concerned.

Melanie P. Estacio
MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent
2/6/2026



SGOD/sbo/pjs



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Enclosure no. 1

A. OPERATIONS AND MANAGEMENT COMMITTEE

Peter-Jason C. Senarillos	SEPS/Division Sports Officer/Chairperson
Eleser D. Mateo	PSDS/Division Sports Officer/Co-Chairperson
Angel V. Bisaga, Jr.	EPS/Schools Sports Coordinator/Training Manager/Co-Chairperson for External
Eleora Cecilia F. Gundaya	AO II/Technical Staff for Admin and Finance

A. BILLETING QUARTERS COMMITTEE

Juvy B. Salise	School Head/Chairperson
Edsel F. Nacua	School Principal/Co-Chairperson
Lloyd Cervantes	School Head/Apolandia ES
Marife Bohol	School Head/C. Nonol ES
Abdul Gapor De Guzman	School Principal
Rizza Villaluna	School Principal
Jerwin Granada	School Principal

B. DECORATION/CLEAN & GREEN COMMITTEE

Noba Rubion	School Principal/DICNHS/Chairperson
Melvin Anthony Sabio	Teacher/DICNHS/Co-Chair
Johannes Sabio	Teacher/DICNHS
Rio Peralta	Teacher/DICNHS
Sergio Castro	Teacher/DICNHS
Joeji Aguilar	ADA/DICNHS
Francisco Cabrillos	Teacher/DICNHS
Lilybeth Sayson	Teacher/DICNHS
Clarissa Laco	Teacher/DICNHS
Marvie Grace Carillo	Teacher/DICNHS
Janeliza Marajan	Teacher/DICNHS
Diosa May Torrefiel	Teacher/DICNHS
Catherine Zapanta	Teacher/DICNHS
Rosalie Legaspi	Teacher/DICNHS
Jupaloyd Arellano	Teacher/Ruparan ES
Greco Dasmariñas	Teacher/DCCES



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