



Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION

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**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

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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)  
**Telephone Nos.:** (082) 553-8375; (082) 553-8396



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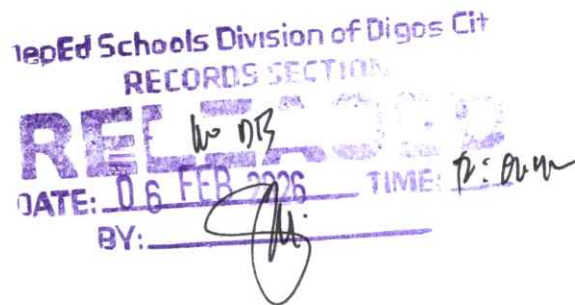
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Travel and other incidental expenses shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

For information and guidance of all concerned.

*Melanie P. Estacio*  
**MELANIE P. ESTACIO, PhD, CESO VI**  
Schools Division Superintendent *2/6/26*



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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