



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

21 OCT 2025

DIVISION MEMORANDUM  
No. 554 s. 2025

**TRAINING WORKSHOP ON THE MATATAG CURRICULUM FOR GRADES 3, 5 AND 8  
PHYSICAL EDUCATION TEACHERS AND ACCREDITATION OF SPORTS OFFICIALS**

**To: Assistant Schools Division Superintendent  
Chief Education Supervisors (CES)/OIC-CES  
Education Program Supervisors  
Public Schools District Supervisors  
Heads of Private, Public and Elementary, Secondary, and Integrated  
Schools**

1. In support of the Department of Education's MATATAG Curriculum and the continuous professional development of teachers, this office shall conduct Training Workshop on the MATATAG Curriculum for Grades 3-5 and 8, Physical Education Teachers, and Accreditation of Sports Officials on November 7-9, 2025 at Capiz NHS, Villareal Stadium, Roxas City, Capiz on the following scheme:

Day 1 November 7, 2025	Virtual	Each sports event will create a meeting link to be facilitated by the Training Manager	Opening Program  Lecture
Day 2 & 3 November 8-9, 2025	In-person	Capiz NHS & Villareal Stadium & other specified venue	Written, Physical Fitness Tests, and Practical Assessment

2. This activity aims to:

- a. equip Physical Education teachers with the necessary knowledge, pedagogical, strategies and content aligned with MATATAG Curriculum;
- b. promote curriculum fidelity and instructional effectiveness in teaching Physical Education and sports officiating;
- c. provide standard training and assessment for the accreditation of sports officials to ensure fair, safe, professional and ethical conduct of sports activities and competitions;



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- d. update the participants on the current trends in MATATAG Curriculum and latest rules of the games and best practices in their respective sports event; and
  - e. improve the participants' awareness in understanding the role of MATATAG Curriculum and sports in nation-building.
3. The participants in this activity are Physical Education teachers, Sports Coordinators, Coaches, Trainers, and Sports Officials of every event. They must be physically fit to undergo strenuous activities and are required to present their accomplished PAR-Q, medical certificate, and endorsement from the school head that they are eligible to join the activity and have served in the lower level sports competitions. Participants are also expected to bring their necessary sports equipment and be in their comfortable and appropriate sports attire during practical sessions/examinations.
4. Theoretical lectures on the MATATAG Curriculum, Physical Fitness Test, as well as written and practical examinations will be given to determine the competence/accreditation level of the participants. The training managers are the Tournament Directors and resource speakers are the accredited sports event officials, and invited experts of the MATATAG Curriculum.
5. Participants involved in this activity are entitled to service credits per DepEd Order No. 013, s. 2024 titled Revised Guidelines on the Grant of Vacation Service Credits to Teachers. On the other hand, non-teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on non-monetary remuneration for overtime service rendered.
6. It is also understood that in the conduct of this activity, there shall be no discrimination on account of school, gender, civil status, disability or other factors, and personal circumstances that may run counter to the principles of equal opportunity.
6. Moreover, Training Managers, Resource Persons/Accreditors, IT, Medical and Secretariat will be provided with live-in accommodation (venue will be announced later, while participants will be accommodated on a live-out basis.
7. Attached is Enclosure No. 1- Activity Matrix, Enclosure No.2 – Training Management
8. Registration is free. Interested participants are advised to provide their own snacks and lunch.
9. Food, accommodation of Training Managers, Resource Persons/Accreditors, Working Committees, office supplies, and other expenses shall be charged against the MATATAG





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funds, while travel expenses of the Training Managers, Resource Persons/Accreditors Working Committees, participants and other incidental expenses is chargeable against school MOOE funds/SEF funds/downloaded funds, all are subject to the usual accounting and auditing rules and regulations.

10. Wide dissemination of this Memorandum is desired.

  
**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  
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Enclosure to Division Memorandum No. 554 s, 2025

**Enclosure No. 1 - ACTIVITY MATRIX:**

DATE/TIME	TOPIC/ACTIVITY	FACILITATOR
<b>Day 0-Nov. 06, 2025</b> 8:00 - 12:00 AM 1:00 – 5:00 PM	Walk-through of the power point presentations, On line registration of participants per event. Link will be provided.	Training Manager, Resource Person/Accreditor & IT
<b>DAY 1 – Nov. 7, 2025</b> 7:30 – 9:00 AM	Virtual Opening Program	Training Manager, IT and Secretariat
9:00 – 12:00 NN	On line Lecture (Revised Curriculum Integration and Sports Officiating	Resource Person/Accreditor & IT
1:00 – 5:00 PM	Theory and Principles of Officiating/Event. Code of Ethics as Coach/Officials during the Game	Training Managers/Resource Persons/Accreditor
<b>DAY 2 – Nov. 8, 2025</b> 7:30 – 10:00 AM	Face to Face (Submission of Medical Certificates, Endorsement & PAR Q) Physical and Mental Preparedness Physical Fitness Tests (Endurance, Speed, Agility, Muscular/Power, Flexibility etc.	Event Training Manager/Resource Person/Accreditor
10:00 –12:00 NN	Legal Responsibilities of Officials Understanding Emotional/Psychological nature of athletes, Coaches and Spectators First Aid and Emergencies	Event Training Manager/Resource Person
1:00 – 5:00 PM	Decision-Making Capability Calls and Signals on Officiating Mechanics	Event Training Manager/Resource Person/Accreditor
<b>DAY 3 – Nov. 9, 2025</b> 7:30 – 12:00 NN	Practical Demonstration/Performance Evaluation/Assessment	Event Training Manager/Resource Person/Accreditor
1:00 – 4:00 PM	Formulation of Ground Rules and Quality Standards for a specific event. Finalization and Submission of the Results of the Accreditation	Event Training Manager/Resource Person/Accreditor
4:00 – 5:00 PM	Closing Program.	Event Training Manager/Resource Person/Accreditor





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**Enclosure No. 2 – TRAINING MANAGEMENT:**

Over-all Training Director: Dr. Roel F. Bermejo – SDS  
Over-all Asst. Training Director: Dr. Luz U. Banson - ASDS  
Consultants: Dr. Edna Azcarraga- OIC, Chief SGOD  
Training Director: Ronie C. Reteracion – EPS MAPEH/DSO  
Secretariat: Chairperson-Dr. Rosemarie Osan  
Asst. Chairperson - Dorislyn T. Bellosillo,  
Members: Elvie Kilayco, Kenneth Client A. Ortiz and Erda Buenafe

Monitoring and Evaluation: Chairperson: Ronald Dile & Mary Grace Atinon  
Medical Chairperson: Dr. Arnold Joy T. Lejos, Members: Mona Liza Eribal, Alden Besa, Rene Hortillas Jr.  
ICT Chairperson: Emmanuel Lati, Vincent Lausa  
Technical Assistant 1 in Sports Ralph B. Quejada

**Training Managers/Resource Persons/Accreditors:**

EVENT	RESOURCE PERSON(S)/ACCREDITOR	TRAINING MANAGER/ACCREDITOR
1. Archery	Mr. Grant Emmanuel Bertuldo, Mr. Ismael John Delfin	Mrs. Maria Teresa B. Bantias Ms. Jessica Benliro
2. Arnis	Mr. Junard Ricardo, Mr. Fritz Gerald Dorado	Mr. Oldie Olano
3. Athletics	Mr. Francis Iglesia, Mr. Jenile De Los Santos	Mr. Ernesto Albason
4. Badminton	Mrs. Sharon Carillo, Ms. Karen Lyn Berrey	Mr. Felicito Bocala
5. Basketball (Regular & 3x3)	Mr. Erwin Buni, Mr. Elmo Gapi	Mr. Chovyl Gloria & Mr. Arnel Gervero
6. Billiards	Mr. Arnold O Delfin	Mr. Jefferson Cabag
7. Chess	Mr. Joseph Jintalan Ms. Yael Barredo	Mr. Nicanor Osan
8. Football	Mr. Glenn Barrientos	Mr. Gilbert Dela Torre
9. Futsal	Mr. Jonnifer Almeida, Edelyn Dasilag	Mr. Art Silva
10. Sepak Takraw Sec. & Jr.	Mr. JanVincent Delfin	Mr. Rompy Insular & Mr. Danilo Dasal
11. Swimming	Mrs. Julie Ann V. Gepalongca	Mr. Leony Veedor
12. Table Tennis	Mr. Jesse Laurence Ponsaran	Mr. Reynaldo Palangre
13. Taekwondo	Mrs. Nelia Honrado	Mr. Terrence Roy Honrado
14. Tennis	Ms. Loreta Parcon, Ms. Emily Gerardino	Mrs. Mediatrix Gonzales Mr. Mario Valenzuela

**Address:** Banica, Roxas City

**Contact Number:** (036) 6518 456/0968-869-5867

**Email Address:** [capiz@deped.gov.ph](mailto:capiz@deped.gov.ph)

**Website:** <http://depedcapiz.ph>



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15. Volleyball	Dr. Juvy Palangre, Mr. Michael Humpay & Mr. Apolio Luz	Mr. Rey Andrada & Mr. Ernie Hilasgue
16. Wushu	Mr. Albino Matiling	Mr. Christopher Lensig
17. Para Games	Ms. Marites Barrera, Ms. Melissa Manguardia	Mrs. Maricel Macatangay
18. Dancesports	Ms. Maria Jo-ann Descalsota	Mrs. Rosebelle Baldostamon
19. Pencak Silat	Mr. Carlito Alsagon, (2) Invited Resource Persons	Mr. Carlito Alsagon
20. Boxing	Mr. Efren Frofunga	Mr. Arnulfo S. Ladiet
21. Baseball	Mr. Minard Abarra, Richard Ledesma	Mr. Minard Abarra
22. Softball/	Mr. Richard Ledesma, Larry Mar Farinas	Mr. Minard Abarra
23. Gymnastics (RG)	Dr. Rapunzel Manuba, (1) Invited Resource Person	Pio Morano