



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

03 SEP 2026

DIVISION MEMORANDUM

No. 404, 2026

**GUIDANCE AND CLARIFICATION ON THE DIVISION MEMORANDUM NO. 403 S. 2026
(ELEVATING EXCELLENCE: EMPOWERING SPORTS OFFICIALS AND COACHES FOR
QUALITY SPORTS COMPETITIONS)**

To: OIC-Assistant Schools Division Superintendent
OIC-Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Private, Public and Elementary, Secondary, and Integrated Schools
All Others Concerned

1. In view of the conflict between the Grade 9 Revised K to 12 Curriculum Training scheduled on September 5–6, 2026, and the 3-Day Live-Out Training for Sports Officiating Officials and Coaches scheduled on September 4–6, 2026, in preparation for the 2026 Capiz Division Meet, this Office hereby issues the following clarificatory guidelines and recommended arrangements to ensure the effective implementation of both activities.

2. The following arrangements are hereby recommended:

2.1. All affected Grade 9 participants who are also designated sports officials and/or coaches shall attend the Sports Officiating Officials and Coaches Training on September 4, 2026, particularly the orientation, briefing, and essential preparatory sessions.

2.2. The Sports Training Managers for each event shall conduct the essential rules, regulations, mechanics, protocols, and other foundational sessions on September 4, 2026, to ensure that the affected participants receive the necessary basic preparation before the scheduled Grade 9 training.

2.3. All affected Grade 9 participants shall give priority to and attend in full the Grade 9 Revised K to 12 Curriculum Training on September 5–6, 2026.

2.4. To enable the affected participants to complete the required sports training, the Sports Training Managers for each event shall provide appropriate training modules, rules and regulations, presentations, recorded lectures and demonstrations, and other relevant learning materials for self-paced learning.



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2.5. The Sports Training Managers shall record the actual lectures, demonstrations, and technical sessions conducted during the Sports Officiating Officials and Coaches Training on September 5–6, 2026. These recordings shall be made available to the affected Grade 9 participants who are attending the Revised K to 12 Curriculum Training.

2.6. The Affected participants shall complete appropriate post-training requirements, such as written or online assessments, reflection activities, sports-specific competency tasks, or practical demonstrations, as may be prescribed by the respective Sports Training Managers.

2.7. All affected Grade 9 participants shall be responsible for completing all prescribed requirements of the Sports Officiating Officials and Coaches Training to ensure their readiness and competence for their respective assignments during the 2026 Capiz Division Meet.

2.8. All Sports Training Managers, school heads, Grade 9 participants, sports officials, and coaches are enjoined to coordinate closely and extend the necessary support and consideration to ensure compliance with these arrangements and the successful implementation of both training activities.

3. The foregoing arrangement is intended to provide a practical and equitable resolution to the scheduling conflict, allowing the affected participants to fulfill the required Grade 9 Revised K to 12 Curriculum Training while ensuring that they likewise acquire and demonstrate the essential competencies required of sports officials and coaches.

4. Wide and immediate dissemination of this Memorandum is hereby enjoined.


ROEL F. BERMEJO
Schools Division Superintendent

Encl.: As stated
Reference: As stated
To be indicated in the Perpetual Index
under the following subject

PARTNERSHIPS, CONFERENCES,
PROGRAMS, ACTIVITIES, SPORTS