



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JUL 09 2025

MEMORANDUM

No. 332 , s. 2025

**3-DAY CAPACITY BUILDING FOR SPORTS PROGRAM
IMPLEMENTERS (COACHES)**

To: OIC – Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public and Private Elementary and Secondary School Heads/OICs
Administrative Officer V
All Others Concerned

1. Attached is Regional Memorandum No. 539 s. 2025, dated June 23, 2025, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Particular attention is invited to paragraphs 3 and 4 of the said Memorandum.
3. Please see attached the SDO Muntinlupa Participants.
4. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Reference:

To be indicated in the Perpetual Index under the following subjects

SCHOOLS PROGRAMS TEACHERS ATHLETES

ECE/ 3-DAY CAPACITY BUILDING FOR SPORTS PROGRAM
IMPLEMENTERS (COACHES)

July 7, 2025

NUM-2025-332



Republic of the Philippines
Department of Education

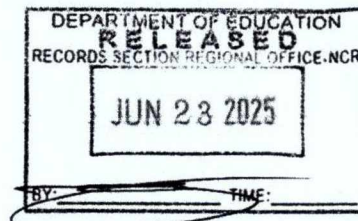
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

**LIST OF SDO MUNTINLUPA
PARTICIPANTS**

NO.	NAME	POSITION	EVENTS	SCHOOL
1	CHELECA ROSE L. CABINES	Teacher I	Baseball	TNHS
3	JASON AALA	Teacher I	Baseball	SESM
3	IVY C. CARLOS	Teacher I	Taekwondo	TNHS
4	LEIZEL CHUA	Teacher II	Taekwondo	POBES
5	ALYSSA M. MEDINA	Teacher I	Futsal	TNHS
6	LIEZEL B. MONANA	Teacher III	Futsal	F.D MES
7	LORRA DAE L. AGUILAR	Teacher III	Wushu	PEDHS
8	AUGUSTO CEASAR C. BRAGA	Teacher II	Wushu	MNHS
9	REBECCA V. KONDO	MT I	Softball	POBES
10	MIRAFE CUARTO	Teacher I	Softball	MBHSSA



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



June 23, 2025

REGIONAL MEMORANDUM

No. 539, s. 2025

To: Schools Division Superintendents
CID and SGOD Chiefs
Division Sports Officers/Division Sports Coordinators
All Others Concerned

**3-DAY CAPACITY BUILDING FOR SPORTS PROGRAM
IMPLEMENTERS (COACHES)**

1. In line with the continuous professional development of our teacher-coaches in the DepEd National Capital Region (NCR), the Education Support Services Division (ESSD) will conduct a **3-Day Capacity Building for Sports Program Implementers (Coaches)** on **August 28-31, 2025** at venue (TBA).
2. The activity aims to achieve the following objectives:
 - Provide standardized and comprehensive training for coaches in priority sports.
 - Enhance the technical, tactical, and strategic coaching competencies of NCR coaches.
 - Promote professional growth, peer learning, and networking among coaches.
 - Elevate the quality of sports training and competition within NCR schools.

This initiative aims to enhance the quality of sports training programs, foster athlete success, and strengthen the foundation for long-term sports excellence in NCR.

3. Each Schools Division Office (SDO) is requested to send **one (1) Elementary Teacher-Coach** and **one (1) Secondary Teacher-Coach** per sports event (Baseball, Futsal, Softball, Taekwondo, Wushu). The participants are preferably MAPEH teacher or with experience /engagement in their chosen sport event.



Address: 6 Misamis St., Bago Bantay, Quezon City
Email address: ncr@deped.gov.ph
Website: depedncr.com.ph





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All participants must fill out the **Pre-Registration Form** at the following link:
<https://forms.office.com/r/y1XWZEmG3w> on or **before July 4, 2025**

The form requires the following details:

- Full Name (First Name / M.I. / Last Name)
 - Gender
 - Contact Number
 - Division
 - Position/Designation
 - School/Office
 - Sports Event (Baseball, Futsal, Softball, Taekwondo, Wushu)
 - Email Address/DepEd Account
4. Participants shall bring and present during registration their approved **Travel Authority** signed by the Schools Division Superintendent (SDS) and Medical Certificate stating that he/she is medically and physically fit for the training. Participants must be at the venue on **August 29, 2025 at 7:00 AM** and depart on **August 31, 2025**. The **first meal** to be served is **breakfast** on August 29, and the **last meal** is **lunch** on August 31, 2025.
 5. Teacher-coaches and non-teaching personnel will be entitled to service credits or Compensatory Time Off (CTO) whichever is applicable subject to existing policies and guidelines.
 6. Board and lodging will be shouldered by the Regional Office charged to Program Support Fund while transportation and other miscellaneous expenses of the participants will be charged to local funds subject to the usual accounting and auditing rules and regulations. Confirmed participants failed to attend the said activity will pay the expenses for the board and lodging equivalent for three (3) days in the amount of Six Thousand Pesos (P6,000.00).
 7. For further inquiries, you may contact the Regional Office through the **Education Support Services Division (ESSD)** at joan.pedroche@deped.gov.ph.
 8. Immediate dissemination and compliance with this Memorandum are desired.


JOCELYN DR ANDAYA

Regional Director, NCR
Concurrent Officer-In-Charge, Office of the
Assistant Secretary for Operations

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