



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

**Office of the Schools Division  
 Superintendent**

JAN 15 2026

**MEMORANDUM**

**SDO MUNTINLUPA CTP SKILLS COMPETITION 2026**

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

- The Schools Division Office of Muntinlupa City will hold "CTP Skills Competition 2026" for Grade 10 CTP Cadet Officers on February 21, 2026, Saturday 0800-1700 hrs. at the Muntinlupa National High School covered court.
- All participants will wear a Type B uniform, bring a signed parent consent, and be at the venue before the start of the activities. Food, transportation, and other incidental expenses of the participants related to the training shall be charged to the Local Fund, subject to the usual accounting and auditing rules and regulations.
- Activities during the CTP Skills Competition are Close Order Drill (Platoon Level), Marksmanship (Airsoft), Bandaging and Knot Tying, Rifle Squad Fancy Drill, and CTP Office Administrative Inspection.
- Administrative inspection of the CTP Headquarters will be on February 16-20, 2026. These are the things to be inspected during the said activity: Organization Chart, Bulletin Board, Armory, Commandant's table, Safety materials, and Exit Plan.
- Please see the attached list of all working committees, parental consent form and scheduled activities on the said date.
- All teacher participants are entitled to a service credit/Compensatory Time Off for the day they participated in the events as stipulated in DepEd Order No. 53, s. 2003 Updated Guidelines on Grant of Vacation Service Credits to Teachers and Compensatory Time-Off (CTO) to SDO Personnel.
- Immediate and wide dissemination of this Memorandum is desired.

**VIOLETA M. GONZALES CESO VI**  
 Assistant Schools Division Superintendent  
 Officer-In-Charge  
 Office of the Schools Division Superintendent

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

/TRAINING	SCHOOL	TEACHERS	ACTIVITY
E C E/ SDO MUNTINLUPA CTP SKILLS COMPETITION 2026			
January 13, 2026			

012

UN-2026-012



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City  
 8805-9935, 8805-9940  
[sdo.muntinlupa@gmail.com](mailto:sdo.muntinlupa@gmail.com)  
[deped-muntinlupa.com](http://deped-muntinlupa.com)



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**WORKING COMMITTEES**  
**2026 CTP SKILLS COMPETITION**  
**(Culminating Activities of Grade 10 CAT students)**

Over All Chairman: Mr. Edison E. Enerlas, CTP Supervisor  
Co-Chairman : MAJ Rhoderick E Marcelo PA (RES)  
Program and Invitation: Mr. Adrian R. Suarnaba  
Decoration & Sound System: Mr. Glen Joshua Del Monte  
Trophy and Medals: Mr. Richmond Joaquin &  
Mr. Dan Albert Batario  
Medical: SDO Nurse  
Proctors: All Commandants and Asst.  
Commandants

TIME	ACTIVITIES	PERSON INVOLVED
0730H - 0800H	Opening Activities	All participating schools
0800H - 0805H	Draw lots	Mr. Adrian R. Suarnaba
0805H - 1100H	<b>Close Order Drill</b> (Platoon Level) 3x7, 1 guide, 1 PL w/ Rifle 40 %	MAJ. Roderick Marselo
1100H - 1300H	<b>Marksmanship</b> 2 male, 2 female, Commandant Draw lots 15%	MAJ. Roderick Marcelo and Mr. Dan Albert Batario
1330H - 1430H	<b>Knot Tying &amp; Bandaging</b> 3 cadets Bandaging 3 Cadets Knot Tying 15%	Mr. Richmond Joaquin & Ms. Agnes Gubatan
1430H - 1530H	<b>Rifle Squad Fancy Drill</b> 1 Squad/7 cadets 30%	Mr. Dan Albert Batario
1600H	Awarding & Closing Program	All Commandants

## PARENTAL CONSENT

I, \_\_\_\_\_, guardian of \_\_\_\_\_  
(Full Name-School) \_\_\_\_\_ give him/her full permission to take part in the **Citizenship Training Program (CTP) Division Competition**, on January 31, 2026 8:00 am - 5:00 pm. The competition will be held at **Muntinlupa National Highschool**

I certify that my child is medically and physically capable of engaging in the mentioned competition and that the schools will not be accountable for any accident or problem that may occur.

\_\_\_\_\_  
**GUARDIAN'S PRINTED NAME AND SIGNATURE ALONG  
WITH THEIR PHONE NUMBER**