



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division

Superintendent

JUN 23 2026

MEMORANDUM

No. 272, s. 2026

DIVISION SCHEDULE AND PREPARATION FOR THE DIVISION-LEVEL ELIMINATIONS AND COMPETITIONS FOR SY 2026-2027

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to Regional Memorandum No. 450, s. 2026 titled "*Calendar of Regional Contests for School Year 2026-2027*", which mandates Schools Division Offices (SDOs) to ensure the timely conduct of division-level eliminations prior to the regional schedule, this Office announces the official dates for the local competitions:

Competition / Activity	Schedule
Division Schools Press Conference (DSPC) & Palarong Panglunsod	September 2 – 4, 2026
Division Science and Technology Fair (DSTF)	September 9, 2026
Division Festival of Talents (DFOT)	September 10 – 11, 2026

2. To guarantee seamless, non-disruptive management and alignment with the Department's commitment to holistic learner development, all public elementary and secondary schools are hereby directed to craft and submit their **School-Based Training Preparation Plans. (See attached template).**

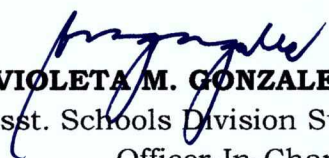
3. The submitted plans must specifically highlight **weekday implementation strategies** for training, screening, and mentoring student-participants to safeguard valuable instructional time during **Instructional Block.**

4. All School-Based Training Preparation Plans must be submitted to the Schools Division Office, through the Curriculum Implementation Division (CID), on or before July 1, 2026.



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5. In strict adherence to regional directives, school heads and coordinators must ensure that all preparatory activities strictly comply with eligibility rules, official contest guidelines, health and safety standards, and child protection protocols.
6. Immediate dissemination of and strict compliance with this Memorandum is desired.


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

Encl: As stated
Reference: none
To be indicated in the Perpetual Index
under the following subjects:

SCHOOLS PERFORMANCE COMPETITIONS
FCM/ **DIVISION SCHEDULE AND PREPARATION FOR THE DIVISION-LEVEL ELIMINATIONS
AND COMPETITIONS FOR SY 2026-2027**

272, 2026

SCHOOL-BASED TRAINING PREPARATION PLAN FOR DIVISION COMPETITIONS

I. General Program Overview

- **Name of School:** _____
- **School ID:** _____
- **Target Division Level Event:** *(Please check all applicable)*
 - **DSPC** (Division Schools Press Conference)
 - **DFOT** (Division Festival of Talents)
 - **DSTF** (Division Science and Technology Fair)
 - **Palarong Panlungsod** (Division Athletic Meet)
- **Inclusive Dates of Training:** _____
- **Overall Program Coordinator:** _____

II. Event Matrix & Roster of Delegations

Program / Event	Specific Category / Event	Assigned Coach / Trainer	Learner Name(s)	Grade & Section
DSPC	<i>e.g., News Writing (English), Radio Broadcasting</i>			
DFOT	<i>e.g., Singing, Tanghalan, Techno-Olympics</i>			
DSTF	<i>e.g., Life Science (Individual), Robotics (Team)</i>			
Palarong Panlungsod	<i>e.g., Badminton (Singles), Athletics (100m)</i>			

III. Specialized Training Roadmap by Program

- a. **Phase 1: Baseline Assessment & Curation:** Weeks 1-2.
 - **DSPC:** Administer baseline timed-writing/broadcasting trials to identify structural errors.
 - **DFOT:** Finalize piece selections, scripts, or technical specifications for skills exhibition.
 - **DSTF:** Conduct rigorous logic checks on Science Research Projects (SRP) or project prototypes.
 - **PALARO:** Conduct medical screenings, physical agility tests, and baseline endurance stats.

- b. **Phase 2: Intensive Skills Drills & Mastery:** Weeks 3-6.
 - **DSPC:** Daily vocabulary building, angle discovery drills, and mock press conferences.
 - **DFOT:** Blocking, technical execution, precision routines, and mastery of event parameters.
 - **DSTF:** Data gathering, trial runs, abstract polishing, and logbook updates.
 - **PALARO:** Sport-specific tactical drills, cardiovascular conditioning, and team dynamics.

- c. **Phase 3: Division-Level Simulation & Critiquing:** Weeks 7-8.
 - **DSPC:** Mock writing events with local media practitioners or master teachers as critiquers.
 - **DFOT:** Full dress rehearsals with simulated audience pressure and strict time limits.
 - **DSTF:** Mock defense/display board presentations facing a panel of science teachers.
 - **PALARO:** Tune-up matches against neighboring schools or alumni players.

- d. **Phase 4: Document Cleansing & Final Conditioning:** Week 9 (Pre-Competition).
 - **PALARO:** Completion of Division Screening Committee (DSAC) folders.
 - Ensure original birth certificates, dental/medical records, parent consents, and gallery forms are error-free. Taper training intensity down to prevent injuries or fatigue.

IV. Weekly Training Matrix Template

Day	Time Slot	Event / Category	Focus Competency / Drill	Learning Material / Equipment Needed	Facilitator
Mon					
Tue					
Wed					
Thu					
Fri					

V. Strategic Resource & Compliance Checklist

Program Area	Vital Requirements & Materials	Quantity Needed	Assigned Custodian	Status (Cleared / Pending)
DSPC	High-spec laptops, digital voice recorders, SD cards, news print feeds			
DFOT	Props, technical instruments, specific culinary tools, raw fabrics			
DSTF	Laboratory apparatus, chemicals, presentation boards (\$3 \times 4\$ ft), logbooks			

Program Area	Vital Requirements & Materials	Quantity Needed	Assigned Custodian	Status (Cleared / Pending)
Palaros	Safety gear (shin guards, helmets), regulation balls, team jerseys, first-aid kits			
Logistics	Parent Consent Forms, Medical Certifications, Student IDs, Travel Orders			

VI. Institutional Risk Management Plan

Anticipated Risk Factors	Potential Impact	DepEd Compliant Intervention Strategy	Accountable Person
Academic Catch-up Issues	Learners drop performance in regular quarterly exams.	Coordination with Subject Teachers for alternative instructional modules (ADM) and guided self-paced tasks.	School Head / Class Advisers
Inclement Weather / Suspensions	Interruption of physical athletic or performance practices.	Transition to modular theory reviews, home-based conditioning, or remote script readings.	Coaches / Trainers
Document Disqualification	Disqualification by the Division	Early internal audit of parental permits,	Coordinator / Records Clerk

Anticipated Risk Factors	Potential Impact	DepEd Compliant Intervention Strategy	Accountable Person
	Screening Committee (DSAC).	PSA certificates, and medical history documents.	

VI. Signatures for Approvals

Prepared by:

[Name of Coordinator / Head Coach]

Designation / Over-all Coordinator

Date: _____

Recommending Approval:

[Name of Master Teacher / Department Head]

Designation / Subject Area Chairman

Date: _____

Approved by:

[Name of Principal]

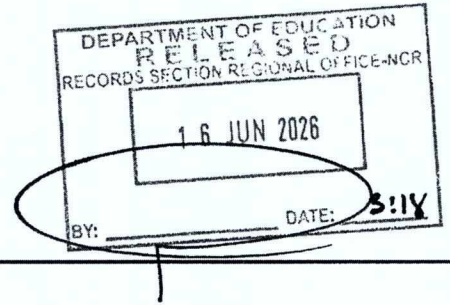
School Head / Principal

Date: _____



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Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



June 15, 2026

REGIONAL MEMORANDUM

No. 450, s. 2026

To: Schools Division Superintendents
Functional Division Chiefs
All Others Concerned

RECEIVED BY:
Marlon A. Salonga
MARLON A. SALONGA
SDO-MUNTINLUPA (RECORDS UNIT)

CALENDAR OF REGIONAL CONTESTS FOR SCHOOL YEAR 2026-2027

1. In line with the Department of Education's commitment to promote excellence and holistic learner development, this Office hereby disseminates the **Calendar of Regional Contests for School Year 2026-2027** for guidance and compliance.

Schedule of Activities

Month	Activity	Level	Proposed Dates	Host SDO	FOCAL PERSON
September 2026	Division-Level Eliminations (DSPC, DFOT, DSTF, DGTA)	Elem. & Sec.	September 2-15, 2026	All SDOs	
December 2026	Regional Gawad Teodora Alonzo	Elem. & Sec.	December 1-3, 2026	Caloocan	Dennis M. Mendoza
	Regional Schools Press Conference (RSPC)	Elem. & Sec.	December 5-11, 2026	Caloocan	Maricar A. Bangit
	Regional Science and Technology Fair (RSTF)	Elem. & Sec.	December 11-12 and 14, 2026	Makati	Don King O. Evangelista
	Regional Festival of Talents (RFOT)	Elem. & Sec.	December 15-17, 2026	Mandaluyong	Charito A. Villanueva
March 2027	RSPC Qualifiers' Training / Cliniquing	Elem. & Sec.	March 24-28, 2027		
April-May 2027	National Competitions (NSPC, NFOT, etc.)	Elem. & Sec.	As scheduled nationally		



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2. All Schools Division Offices (SDOs) shall ensure the timely conduct of division-level eliminations prior to the regional schedule.
3. Host SDOs shall take charge of venue preparation, billeting/hotel accommodation coordination, logistics, and safety protocols.
4. Strict compliance with eligibility rules, contest guidelines, and submission timelines shall be observed.
5. SDOs shall allocate necessary funds and provide logistical support for participants, coaches, and officials.
6. All activities must adhere to health, safety, and child protection standards, including contingency and incident response measures.
7. *Specific guidelines per activity shall be issued through separate memoranda.*
8. This schedule may be subject to adjustments depending on national directives and unforeseen circumstances. Any changes shall be communicated through subsequent issuances.
9. Immediate dissemination and compliance with this Memorandum is desired.

JOCELYN DR ANDAYA
Regional Director, NCR
Concurrent Officer-in-Charge
Office of the Assistant Secretary for Operations

Encls.as stated