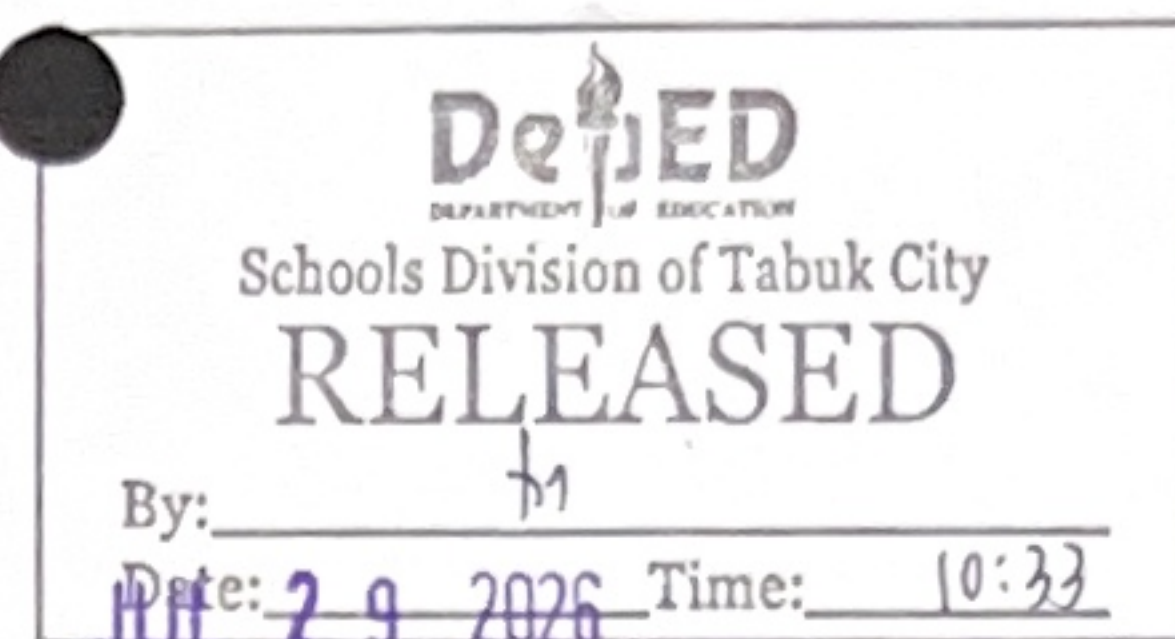




Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

July 28, 2026

DIVISION MEMORANDUM
NO. **338** S., 2026

CONDUCT OF CAPACITY BUILDING ON SPORTS COACHING

TO: CID & SGOD Chiefs
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. In line with the implementation of the School Sports Program and to further strengthen the competencies of school-based sports coaches in delivering safe, inclusive, and learner-centered sports programs, the Schools Division Office of Tabuk City, through the School Governance and Operations Division (SGOD), shall conduct the **Capacity Building on Sports Coaching: "Beyond the Basics: Progressive Skill Building for Coaches"** on **August 1, 2, 9, 16, and 23, 2026**, from **8:00 A.M. to 5:00 P.M.**, at the **Katapatan Hall, SDO Tabuk City**.

2. The capacity-building activity aims to:

a. Strengthen participants' understanding of the policies, legal mandates, screening procedures, accreditation processes, and documentary requirements governing school sports programs;

b. Enhance coaches' competencies in applying sports science principles, physical conditioning, physiological foundations of fitness, exercise psychology, and evidence-based coaching practices;

c. Develop participants' capability to design safe, inclusive, developmentally appropriate, and sport-specific training programs anchored on sound coaching principles and athlete development;

d. Promote the integration of child protection policies, athlete safeguarding measures, and ethical coaching practices in all school sports activities;

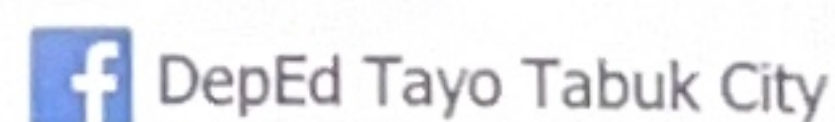
e. Strengthen the management and sustainability of school sports clubs through effective leadership, planning, and stakeholder engagement; and

f. Enable participants to develop and present performance-based coaching outputs that can be readily implemented in their respective schools.

3. The list of participants is provided in **Enclosure No. 1**, while the **Program Matrix of Activities** is contained in **Enclosure No. 2**.



Address: Bulanao Central School Cmpd., Purok 2, Bulanao Norte, Tabuk City, Kalinga
Email: tabuk.city@deped.gov.ph
Website: <https://www.depedtabukcity.com>





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4. Participants shall wear appropriate, comfortable, and easy-to-move-in clothing suitable for physical activities and practical demonstrations. They are likewise encouraged to bring personal water bottles, towels, and other essential items to ensure their comfort and active participation throughout the training.
5. Service credits shall be granted to teachers, TWGs during the conduct of the activity provided that such services are rendered on Saturdays and Sundays/or declared holidays, pursuant to DepEd Order No. 53, s. 2003, *Updated Guidelines on the Grant of Vacation Service Credits to Teachers*. Likewise, non-teaching personnel who render services on Saturdays and/or declared holidays shall be entitled to earn Compensatory Time-Off (CTO), subject to existing Civil Service Commission and DepEd rules and regulations.
6. Travelling expenses of the participants shall be charge against local funds subject to fund availability and usual accounting and auditing rules and regulations.
7. For inquiries and clarifications, please contact Federico C. Flores, Jr., Division Sports Officer at Federico.flores004@deped.gov.ph or CP # 09056091037.
8. Immediate dissemination of this memorandum is desired.


CHRISTOPHER C. BENIGNO, PhD, EdD, CESO VI
Assistant Schools Division Superintendent
OIC, Schools Division Superintendent

SGOD/fedex CapB for Sports 2026



Republic of the Philippines
Department of Education

Cordillera Administrative Region
Schools Division of Tabuk City

Office of the Schools Division Superintendent

Enclosure 1

A. ELEMENTARY

	Name	DISTRICT (ETD,NTD,STD,WTD)	School Name
1	KIBAYEN, HANELYN VANEZA A.	ETD 1	BULANAO CENTRAL SCHOOL
2	ALEJANDRINO, IONNE VIVIENNE T.	ETD 1	BULANAO CENTRAL SCHOOL
3	LAGGANG, JOVELYN C.	ETD 1	BULANAO CENTRAL SCHOOL
4	ANUNGOS, MARINA T.	ETD 2	CATAW ELEMENTARY SCHOOL
5	LAGANG, IRENE JEAN M.	ETD 3	AGBANNAWAG CENTRAL SCHOOL
6	LANGKIT, GLAIZA JANE B.	ETD 3	AGBANNAWAG CENTRAL SCHOOL
7	BUSLIG, RACHELLE D.	NTD 1	LAYA INTEGRATED SCHOOL
8	LICUDO, JERALLY B.	NTD 1	LAYA INTEGRATED SCHOOL
9	ALVAREZ, JENNY VI B.	NTD 1	TABUK CITY CENTRAL SCHOOL
10	BALACANG, ZANDER W.	NTD 1	CASIGAYAN ELEMENTARY SCHOOL
11	PECUA, JENNY CLAIRE B.	NTD 1	CASIGAYAN ELEMENTARY SCHOOL
12	FLORES, MARISSA R.	NTD 1	TABUK CITY CENTRAL SCHOOL
13	MANANGKIL, KRISTINE JOYCE D.	NTD 1	ST. THERESITA'S SCHOOL - TABUK
14	PASCUAL, LARNY P.	NTD 1	APPAS INTEGRATED SCHOOL
15	BACACAO, MAE S.	STD 1	CALLAGDAO ELEMENTARY SCHOOL
16	CADINGAN, JENEVA D.	STD 1	SOUTHERN TABUK INTEGRATED SCHOOL
17	BALBIN, SHERYL N.	STD 1	SOUTHERN TABUK INTEGRATED SCHOOL
18	MORES, CHARMAGNE B.	STD 1	SOUTHERN TABUK INTEGRATED SCHOOL
19	MAGSILAO, CORY B.	STD 1	SOUTHERN TABUK INTEGRATED SCHOOL
20	BANGIBANG, ADORAFE M.	STD 2	CUDAL CENTRAL SCHOOL
21	DEBALDE, CARIDAD K.	STD 1	BANNENG ELEMENTARY SCHOOL
22	CECILIO, CATHERINE C.	STD 2	CUDAL CENTRAL SCHOOL
23	MALTO, LAILANIE S.	WTD 1	NEW TANGLAG ELEMENTARY SCHOOL
24	WAGSINGAN, REALOU C.	WTD 1	NEW TANGLAG ELEMENTARY SCHOOL
25	MASSAGAN, LEAH G.	WTD 2	GUILAYON INTEGRATED SCHOOL



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B. SECONDARY

	Name	DISTRICT (ETD,NTD,STD,WTD)	School Name
26	BAWIT, ANDRE SHAUN XAVIER L.	ETD 1	MALEDDA INTEGRATED SCHOOL
27	CONDAYA, MARLYN P.	ETD 1	INTERNATIONAL SCHOOL OF ASIA AND THE PACIFIC- KALINGA
28	PALCASIO, KENNEDY D.	ETD 1	BULANAO CENTRAL SCHOOL
29	BAGAY, WOWIE G.	ETD 2	LACNOG INTEGRATED SCHOOL
30	ENG-OP, REBECCA D.	ETD 2	BULO NATIONAL HIGH SCHOOL
31	PACAS, CHESTER D.	ETD 3	AGBANNAWAG NATIONAL HIGH SCHOOL
32	PEREZ, JEZREEL M.	ETD 3	AGBANNAWAG NATIONAL HIGH SCHOOL
33	DUNGGAY, RHYZEL P.	ETD 3	AGBANNAWAG NATIONAL HIGH SCHOOL
34	ABAGGOY, REJOICE	ETD 3	AGBANNAWAG NATIONAL HIGH SCHOOL
35	PATARAY, JOHNSON JAY B.	ETD 3	AGBANNAWAG NATIONAL HIGH SCHOOL
36	BAYDON, JOHNNY S.	ETD 3	AGBANNAWAG NATIONAL HIGH SCHOOL
37	CABAY, IVY S.	ETD 3	AGBANNAWAG CENTRAL SCHOOL
38	DELSON, DAPHNY DIVINE D.	NTD 1	TABUK CITY NATIONAL HIGH SCHOOL
39	TANGBAWAN, DAPHNE L.	NTD 1	TABUK CITY NATIONAL HIGH SCHOOL
40	VALDERAMA, ELIEZER ADONIS B.	NTD 1	TABUK CITY NATIONAL HIGH SCHOOL
41	SOLINON, ROSELYN O.	NTD 1	TABUK CITY NATIONAL HIGH SCHOOL
42	PADCAYAN, TRISHA MAY A.	NTD 1	TABUK CITY NATIONAL HIGH SCHOOL
43	BANGANAN, RUBY A.	NTD 1	TABUK CITY NATIONAL HIGH SCHOOL
44	QUINES, PAUL FRANCIS L.	NTD 1	TABUK CITY NATIONAL HIGH SCHOOL
45	BANGGAWAN, ERIC VONN M.	NTD 1	TABUK CITY NATIONAL HIGH SCHOOL
46	LUMBAG, GUILLER S.	NTD 1	TABUK CITY NATIONAL HIGH SCHOOL
47	ESPENILLA, REYNANTE A. JR.	NTD 1	TABUK CITY NATIONAL HIGH SCHOOL
48	GATAN, STEPHEN GEORGE A.	NTD 1	TABUK CITY NATIONAL HIGH SCHOOL



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49	BAWAGAN, CHESTER G.	NTD 1	TABUK CITY NATIONAL HIGH SCHOOL
50	PASCUAL, KIMYAE P.	NTD 1	TABUK CITY NATIONAL HIGH SCHOOL
51	YA-O, GRACE INGRID M.	NTD 1	TABUK CITY NATIONAL HIGH SCHOOL
52	COSIDON, LORENZO S.	STD 1	KALINGA NATIONAL HIGH SCHOOL
53	DULAY, JELYCA B.	STD 1	KALINGA NATIONAL HIGH SCHOOL
54	AGPAD, CHRYSTAL ANGELI G.	STD 1	KALINGA NATIONAL HIGH SCHOOL
55	DALUPING, DANILO D.	STD 1	KALINGA NATIONAL HIGH SCHOOL
56	ESCOBAR, CHRISTOPHER ZOILO P.	STD 1	KALINGA NATIONAL HIGH SCHOOL
57	BOSI, ROGELIO R.	STD 1	KALINGA NATIONAL HIGH SCHOOL
58	BULAWIT, MARIA DEBORAH G.	STD 1	SAINT TONIS COLLEGE, INC.
59	FERNANDEZ, SHERWIN L.	STD 1	KALINGA NATIONAL HIGH SCHOOL
60	GALANO, RONALD JR S.	STD 1	KALINGA NATIONAL HIGH SCHOOL
61	LUMINANG, NORY C.	STD 1	KALINGA NATIONAL HIGH SCHOOL
62	BANATAO, SHANNON B.	STD 1	SAINT TONIS COLLEGE, INC
63	FAVILA, RACHELLE	STD 1	KALINGA NATIONAL HIGH SCHOOL
64	BATTA, JESSIE BELL	STD 1	KALINGA NATIONAL HIGH SCHOOL
65	GRINDULO, MARJORIE L.	STD 1	KALINGA STATE UNIVERSITY
66	LATUGAN, JOHN BOY D.	STD 1	ST. WILLIAM'S ACADEMY
67	TOLENTINO, DHEA ROSE E.	STD 1	KALINGA NATIONAL HIGH SCHOOL
68	BAGUIYON, ETHERLIZA G.	STD 1	KALINGA NATIONAL HIGH SCHOOL
69	REAMBILLO, MARIBETH FAITH G.	STD 1	KALINGA NATIONAL HIGH SCHOOL
70	PATTAGUAN, EULA MAE D.	STD 1	KALINGA NATIONAL HIGH SCHOOL
71	PARUNGAO, LEA C.	STD 1	SAINT TONIS COLLEGE, INC.
72	CAWAS, LEONOR M.	STD 1	ST. WILLIAM'S ACADEMY, BULANAO INC.
73	MORALES, JAKE FLOYD B.	STD 1	KALINGA NATIONAL HIGH SCHOOL



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74	CAUILAN, JOYCE S.	STD 1	KALINGA NATIONAL HIGH SCHOOL
75	PUGAL, FREYA JOY ATHENA Z.	STD 2	CUDAL NATIONAL HIGH SCHOOL
76	CAWILAN, HANNAH G.	WTD 1	NEW TANGLAG NATIONAL HIGH SCHOOL
77	LAGRIMAS, JENNIFER B.	WTD 1	NEW TANGLAG NATIONAL HIGH SCHOOL
78	BANGGUIYAC, JAYSON B.	WTD 2	NANENG NATIONAL HIGH SCHOOL

C. SPEAKERS

	NAME	POSITION	OFFICE
79	FEDERICO C. FLORES, JR	EPS	SGOD
80	JAIME CABALAN	MASTER TEACHER I	TCNHS
81	DAISY M. BUCAO	AO IV/DSAC	OSDS
82	COLLIN EARL U. BULLONGAN	TEACHER I	KNHS
83	RAFAEL ALCODIA	TEACHER V	AGBANNAWAG NHS
84	RAQUEL FAFAG	NURSE II	AGBANNAWAG NHS

D. PROGRAM MANAGEMENT TEAM

	NAME	POSITION	OFFICE
85	CHRISTOPHER C. BENIGNO, PhD, EdD, CESO VI	SDS	OSDS
86	GINADINE L. BALAGSO	ASDS	OSDS
87	SALLY P. FEKEN	CES	SGOD
88	FEDERICO C. FLORES, JR	EPS	SGOD
89	SHAMGAR N. CANDELARIO	EPS 2/FACILITATOR	SGOD
90	KENNETH A. ATIWAG	SEPS/M&E	SGOD
91	JAMES CEASAR A. DAYAO	AO-4/LOGISTICS	OSDS
92	SHIRLEY C. SARMIENTO	NURSE 2	SGOD
93	RUSLLE NGAO-I	NURSE 2	SGOD
94	LEAH KATE T. ASUNCION	TA 1/SECRETARIAT	SGOD



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 Enclosure 2

TABUK CITY DIVISION CAPABILITY BUILDING OF COACHES		
CANDIDATE COACHES AUGUST 01, 02, 09, 16, and 23, 2026		
TRAINING MATRIX		
Date and Time	Session/ Activity	Personnel In-Charge
DAY 1 (August 01, 2026)		
7:30 am- 8:00 am	Registration	TWG
8:00 am-8:30 am	Opening Program	TWG
	Pretest	TWG
8:30 am – 10:00 am	Session 1: • DepEd Palarong Pambansa Overview • Update on Document Requirements and Preparations	Daisy Bucao
10:00 am – 10:15 am	Health Break	
10:15 am – 12:00 pm	Session 2: • Updates Screening and Accreditation Guidelines	Daisy Bucao
12:00 pm – 1:00 pm	Lunch Break	
01:00 pm – 1:15 pm	Energizer / Recap	
1:15 pm – 3:00 pm	Session 3: • Child Protection / Safe Spaces / Anti-Bullying & Harassment Law • Screening and Accreditation Committee (SAC) Responsibilities, Standardized Tools and Processes	Daisy Bucao
3:00 pm – 3:15 pm	Health Break	
3:15 pm – 5:00 pm	• Workshop, Simulation, Open Forum • End of Activity Evaluation	Daisy Bucao
DAY 2 (August 02, 2026)		
8:15 am 8:30 am	Management of Learning	
8:30 am – 10:00 am	Session 1: • Sports Coaching Philosophy	Rafael Alcodia
10:00 am – 10:15 am	Health break	
10:15 am – 12:00 pm	Session 2: • Leadership and Effective Communication in Coaching	Rafael Alcodia



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12:00 pm – 1:00 pm	Lunch Break	
01:00 pm – 1:15 pm	MOL: Recap/Ice Breaker	
1:15 pm – 3:00 pm	Session 3: • Continuation on Leadership and Effective Communication in Coaching	Rafael Alcodia
3:00 pm – 3:15 pm	Health Break	
3:15 pm – 5:00 pm	Session 4: • The 3 Phases of Warm - Up	Collin Earl Bullongan
5:00 pm – 5:15 pm	Recap, Reminders, & End-of-day Evaluation	
DAY 3 (August 09, 2026)		
8:15 am 8:30 am	Management of Learning	
8:30 am – 10:00 am	Session 5: • Sports Conditioning	Collin Earl Bullongan
10:00 am – 10:15 am	Health Break	
10:15 am – 12:00 pm	Session 6: • Sports First Aid	Raquel Fafag
12:00 pm – 1:00 pm	Lunch Break	
01:00 pm – 1:15 pm	MOL: Recap/Ice Breaker	
1:15 pm – 3:00 pm	Session 7: • Sports Nutrition	Jaime C. Cabalan
3:00 pm – 3:15 pm	Health Break	
3:15 pm – 4:45 pm	*Continuation of Session 4* (Designing warm up for specific sports event)	Alcodia/Cabalan/Bullongan
4:45 pm – 5:00 pm	Recap, Reminders, & End-of-day Evaluation	
DAY 4 (August 16, 2026)		
8:15 am 8:30 am	Management of Learning	
8:30 am – 10:00 am	Session 7: • Sports Psychology	Jaime Cabalan
10:00 am – 10:15 am	Health Break	
10:15 am – 12:00 am	*Continuation of Session 4* (Designing free weight resistance training – CIRCUITS, TABATA, HIIT, PLYOMETRICS)	Alcodia/Cabalan/Bullongan
12:00 pm – 1:00 pm	Lunch Break	
01:00 pm – 1:15 pm	MOL: Recap/Ice Breaker	



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1:15 pm – 3:15 pm	[Workshop] • Training Design, Monitoring, Periodization	Alcodia/Cabalan/Bullogan
3:15 pm – 3:30 pm	Health Break	
3:30 pm – 5:00 pm	• Presentation and Critiquing of Training Plans • End of program evaluation	Alcodia/Cabalan/Bullogan
DAY 5 (August 23, 2026)		
8:15 am 8:30 am	MOL	
8:30 am – 12:00 am	Practicum (Designing free weight resistance training – CIRCUITS, TABATA, HIIT, PLYOMETRICS)	Jaime Cabalan
10:00 am – 10:15 am	Health Break	
10:15 am – 12:00 am	• Presentation and Critiquing of Training Plans	All Speakers
12:00 pm – 1:00 pm	Lunch Break	
01:00 pm – 1:15 pm	Ice Breaker	
1:15 pm – 3:15 pm	• Continuation of Presentation and Critiquing of Training Plans • Post Test	All Speakers
3:15 pm – 3:30 pm	Health Break	
4:00 pm – 5:00 pm	Closing Program and Awarding of Certificates	PMT