



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

February 9, 2026

DIVISION MEMORANDUM

No. **077**, s. 2026

DIVISION TRAINING ON SPORTS COACHING

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Senior/Education Program Specialists
Public School District Supervisors
Principals/Head Teacher-in-Charge of the District
Heads of Public and Private Elementary, Secondary, & Integrated Schools
All others concerned

1. In line with the mandate of the Department of Education (DepEd) to strengthen the implementation of quality physical education and sports development programs, this Office hereby announces the conduct of the **Division Training on Sports Coaching**, spearheaded by the Aklan Technical Officials and Coaches Association (ATOCA), on February 11-15, 2025 at Kalibo Pilot Elementary School, Kalibo, Aklan.
2. This activity aims to promote holistic learner development, talent enhancement, and athlete welfare. Specifically, the objectives of this training are to:
 - a. enhance the professional competence of coaches and trainers in the specific sports discipline;
 - b. promote ethical, safe, and responsible coaching practices;
 - c. strengthen compliance with national policies on sports development; and
 - d. ensure alignment with the National and international standards in the implementation of sports programs.
3. All technical officials, coaches, and trainers are enjoined to attend and actively participate in this activity.
4. A registration fee of P200.00 will be charged to the participants to cover the training supplies and materials, food of the resource speakers, and certificates of the participants.
5. Attached is the list of Speakers and the Technical Working Group (TWG) and the Training Metrix of the event for reference.

6. All affected classes of the participants, speakers, and technical working group shall implement an emergency class schedule or shall shift to an Alternative Delivery Mode (ADM) applicable to the school in compliance with the no disruption of classes policy.

7. The participants are entitled to Service Credits for their services rendered during weekends and holidays but not to exceed 15 days per year in accordance with DepEd Order No. 53, s. 2003 titled: Updated Guidelines on the Grant of Vacation Service Credits to teachers. On the other hand, non-teaching personnel shall be provided with Compensatory Time Off (CTO) for their services rendered during weekends and holidays as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.

8. Travel and Incidental expenses of the participants relative to this activity shall be charged against available funds, subject to the usual accounting and auditing rules and regulations.

9. Immediate dissemination of and compliance with this Memorandum are desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:


RAMON D. PARAS JR., EdD
Asst. Schools Division Superintendent
In Charge of the Division

Enclosure: As stated
To be indicated in the Perpetual Index
Under the following subjects:
ATHLETICS
PHYSICAL EDUCATION
SEMINAR
TRAINING PROGRAM
WORKSHOP

CIU/VN

DIVISION TRAINING ON SPORTS COACHING
 Kalibo Pilot Elementary School, Kalibo, Aklan
February 11-15, 2026

LIST OF SPEAKERS AND TECHNICAL WORKING GROUP

	Event	Speaker	Facilitator
1	Archery	Remegio I. Villaneva	Bernadette Dollosa
2	Arnis	Renegerio A. Vallejo Jr. Cherubim T. Vallejo	
3	Athletics	John Michael Ibo Doven L. Rampola Jovie Ote Michael Quinto	Arfe Lachica
4	Badminton	William T. Fernandez Christopher Y. Sauza	Monalissa B. Tilad
5	Baseball	Rodulfo C. Resico Wilfred Tullio Ryan Ropa	
6	Basketball	Rey Emmanuel S. Solano Danny M. Salido Cris Sperrey M. Pereira	Jessly I. Sinaon
7	Billiard	Jun Jay C. Cristobal	Jeffrey C. Mamburam
8	Boxing	Jemar V. Isturis Jovany L. Itubay Ariel C. Tolores	Rafael L. Reyes Jr.
9	Bocce	Armi Joy A. Gonzales	
10	Chess	Angelica Lachica Mary Grace Parel	Joray Ignacio
11	Dance Sports	Pearl Marie L. Inocencio Jess Randy Y. Iscala	
12	Football	Daisy Dela Cruz Kyle Justine Marcelino	Jeffrey C. Mamburam
13	Futsal	Jojit S. De La Cruz Raymund Vincent O. Rojo Jeraf A. Ewican	Marypaz Melanio
14	Gymnastics	Nanette M. Sitjar Alejdon Sim Jr. Boby Rose Ricaforte Maria Consolita Dela Cruz	
15	Goalball	Irma Joy A. Vidal	Jessly Sinaon
16	Pencak Silat	Modelia P. Rapiz Freddie M. Jizmundo	Remy Gonzales
17	Sepak Takraw	Michael Dave Dela Cruz Cesar Baladjay	
18	Softball	Jaylor L. Garido	

19	Swimming	Jim I. Regno Maylord Bonifacio Lovelyn Rodulfo Allan D. Gomez	Zmark Florence I. Villaruel
20	Table Tennis	Chris F. Lardaus Hedson Recudo Tricia Joy I. Garcia	Rosalie Ramos
21	Taekwondo	Sannen D. Tajaran Mauricio B Cuatriz	
22	Tennis	Nino Jojie B. Catuiran	
23	Volleyball	Jexer O. Reyes Roelene N. Inaudito Rey R. Tabanera	Roy Francis Pabiana
24	Wrestling	Jovanie C. Fernandez Roger S. Tangcoy	Raymon Jeffred I. Ileto
25	Wushu	Marvin M. Rotulo Jomar D. Dela Cruz	

SECRETARIAT

Chairman: Jolmar B. Intano

Members:

1. Maria Regiel Tolentino
2. Mary Deseree V. Retiro

FINANCE

Chairman: Justine Pereira

Member:

1. DJ Tambong

LOGISTICS

Chairman: Frederick Iguban

Members:

1. Danny Arsula
2. Joven Nemis

FOOD

Chairman: Cindy Ann T. Ngir-ngir

Members:

1. June G. Zarsa
2. Danica Casipe

DIVISION TRAINING ON SPORTS COACHING

TRAINING MATRIX

DAY	TIME	ACTIVITY	SPEAKER/FACILITATOR
1	7:00-9:00	Registration of Participants	ATOCA Officers and TWG
	9:00-10:30	Opening Program	ATOCA Officers and TWG
	10:30-10:45	Health Break	
	10:45-12:00	Aklan Technical Officials and Coaches Association (ATOCA) Updates and Orientation	VEDASTO NABOR III <i>President, ATOCA</i>
	12:00-1:00	LUNCH BREAK	
	1:00-1:30	MOL	Assigned Sports Event
	1:30-3:00	Coaching Fundamentals, Philosophy, Styles, and Roles	REY R. TABANERA <i>Head Teacher I</i>
	3:00-3:15	Health Break	
	3:15-3:30	Unfreezing Activity	Assigned Sports Event
	3:30-5:00	Coaching Process and Methodology (Session Planning and Structure)	ALEJANDRO P. ARCA JR. <i>Arnis Coach/Trainer</i>
2	8:00-8:30	MOL	Assigned Sports Event
	8:30-10:00	Talent Identification and Skill Acquisition	SANNEN D. TAJARAN <i>Tournament Director - Taekwondo</i>
	10:00-10:15	Health Break	
	10:15-12:00	Dealing with Bullying	JIM REGNO <i>Administrative Staff for Administration</i>
	12:00-1:00	Lunch Break	
	1:00-1:30	MOL	Assigned Sports Event
	1:30-3:00	Rules of the Game	Breakout Rooms Tournament Directors & Event Speakers
	3:00-3:15	Health Break	
3	3:15 – 5:00	Physical Conditioning	Breakout Rooms Tournament Directors & Event Speakers
	8:00-12:00	Warm-up and Stretching Exercises and Demonstration of Skills	Breakout Rooms Tournament Directors & Event Speakers
	12:00-1:00	Lunch Break	
4	1:00-5:00	Skills Building and Drills Demonstration	Breakout Rooms Tournament Directors & Event Speakers
	8:00-5:00	Practical Demonstration and Assessment	Breakout Rooms Tournament Directors & Event Speakers
5	8:00-12:00	Practical Test	Breakout Rooms Tournament Directors & Event Speakers
	12:00-1:00	Lunch Break	
	1:00-1:30	MOL	Assigned Sports Event
	1:30-3:00	Presentation/Submission of Outputs	CHARLIE I. URETA <i>EPS/DSO</i>
	3:00-3:15	Health Break	
	3:15 – 5:00	Closing Program	ATOCA Officers and TWG