



Republic of the Philippines  
**Department of Education**  
Region V – Bicol  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

July 10, 2022

DIVISION MEMORANDUM  
OSDS-SGOD-DM- 268, s.2023

**2023 DEPED BICOL TAKBO PARA SA ATLETANG BICOLANO AND TREE PLANTING  
ACTIVITIES IN SUPPORT TO THE PALARONG PAMBANSA AND THE NATIONAL  
GREENING PROGRAM**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors/ In-Charge of the Districts  
Public Elementary and Secondary School Heads  
Division Sports Officer  
SEPS/ EPS II SocMobNet  
Technical Working Committees  
District/ School Sports Officers  
School BE/ ASP Coordinators  
All Others Concerned

1. In consonance with Regional Memorandum No. 189, s.2023, re: 2023 DepEd Bicol Takbo para sa Atletang Bicolano and Tree Planting Activities in Support to the Palarong Pambansa and the National Greening Program, a simultaneous Zumba Run shall be conducted in all municipalities on **July 22, 2023, 5:00AM onwards** at a venue to be identified by the Office of the Public Schools District Supervisor (PSDS). A Tree Planting shall also be conducted after the Zumba Run.
2. This activity aims to:
  - a. Mobilize resources to support the Bicolano athletes who will represent the Bicol Region in the 2023 Palarong Pambansa in Marikina City on July 29-August 4, 2023;
  - b. Provide an avenue to advocate physical exercise to improve health and wellness; and
  - c. Support the National Greening Program.
3. Relative thereto, all DepEd SDO Catanduanes officials, teaching and non-teaching personnel, learners, parents, partners and stakeholders are encouraged to join the said activity. The participation of the learners and DepEd personnel is on VOLUNTARY BASIS ONLY.
  - Small schools both *elementary and secondary* are highly encouraged to register at least five (5) runners and for *elementary central schools and secondary* are also encourage to register at least 10 runners.
4. There will be a registration/ partnership fee of P350.00 per participant, which shall come with a finisher's certificate and a t-shirt. All interested participants shall accomplish the Registration/ Partnership Form and register through this link: <https://tinyurl.com/RegLink-Bicol-Run>. Deadline of submission of the number of T-shirt and sizes per municipality will be on July 14, 2023.
5. PSDSes are advised to create a Technical Working Committee composed of School Heads, School/ District Sports Officers, and School/ District ASP/ BE Coordinators.
6. A Coordination Meeting with the PSDSes, TWC Members, District Sports Officers and District ASP/ BE Coordinators will be held virtually on July 12, 2023, 9:00AM via Google Meet through this link: <https://bit.ly/CoordinationMeeting2023BicolZumbaRun>.



San Roque, Virac, Catanduanes  
052 – 8114063  
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[www.depedrovcatanduanes.com](http://www.depedrovcatanduanes.com)  
DepEd Tayo – Region V - Catanduanes



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7. Considering that July 22, 2023 falls on Saturday, Technical Working Committees, support staff and participating DepEd personnel shall be granted service credits/compensatory overtime credit pursuant to CSC and DBM Joint Circular No. 2, s. 2004.
8. Enclosed are the Timeline of Activities, List of TWC, Registration/Partnership Form, Division Monitors per municipality, and the Regional Memorandum/Advisory for reference.
9. Travel, registration fee and other incidental expenses of the participants relative to this Activity shall be charged against local funds/division/school MOOE/other fund sources subject to the usual accounting and auditing rules and regulations.
10. For concerns, you may contact Mr. Fidel A. Vegim, Division Sports Officer or Marife B. Brequillo, Senior Education Program Specialist (SocMobNet) at 09958438071.
11. For information, widest dissemination and compliance.

  
**SOCORRO V. DELA ROSA, CESO V**  
Schools Division Superintendent

Encl : As stated  
Reference: RM 189, s. 2023

To be indicated in the Perpetual Index  
Under the following subjects:

ATHLETES                      PALARO                      SPORTS                      SUPPORT

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MBB/DM 2023/2023 DEPED BICOL TAKBO PARA SA ATLETANG BICOLANO AND TREE PLANTING ACTIVITIES IN SUPPORT TO THE PALARONG PAMBANSA AND THE NATIONAL GREENING PROGRAM  
00\_\_\_\_/July 10, 2023



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DepEd Tayo – Region V - Catanduanes



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Enclosure No. 1 to Division Memorandum No. 266, s. 2023

**TIMELINE OF ACTIVITIES**

(2023 DEPED BICOL TAKBO PARA SA ATLETANG BICOLANO AND TREE PLANTING ACTIVITIES IN SUPPORT TO THE PALARONG PAMBANSA AND THE NATIONAL GREENING PROGRAM)

<b>DATE/TIME</b>	<b>ACTIVITIES</b>	<b>VENUE/ PLATFORM</b>	<b>PERSONS CONCERNED</b>
July 11, 2023 1:00 p.m.	Virtual Coordination/Planning Meeting	Google Meet	SDS, ASDS, SGOD/CID Chiefs, PSDS, TWC, Secretariat, District School Sports Officers, District ASP/BE Coordinators
July 13-14, 2023	Preparation/Coordination Identification/Information Dissemination to potential partners and stakeholders	SDO/District/ Schools	All Concerned
July 17-21, 2023	Distribution of invitation to target participants, partners and stakeholders	SDO Catanduanes Schools and other Agencies	All Concerned
July 12-20, 2023	Collection of T-Shirt sizes	SDO	Division Sports Officer
July 20, 2023 until 5:00 p.m.	Remittances of Registration/Partnership Pledge Fee/Form	SDO Cashier SocMobNet	Division Collecting Officer
July 22, 2023 5:00 a.m.	2023 DepEd Bicol Takbo para sa Atletang Bicolano and Tree Planting Activities in Support to the Palarong Pambansa and the National Greening Program	By Municipality	PSDS District School Sports Officers, District ASP/BE Coordinators All Others Concerned
July 28, 2023 9:00-11:00 a.m.	Debriefing/Evaluation	Google Meet	PSDS, TWC Chairmen, Secretariat District School Sports Officers, District ASP/BE Coordinators





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**SCHOOLS DIVISION OFFICE OF CATANDUANES**

Enclosure No. 2 to Division Memorandum No. 260, s. 2023

**LIST OF TECHNICAL WORKING COMMITTEES**

**A. Executive Committee**

<b>NAME</b>	<b>DESIGNATION</b>	<b>FUNCTIONS</b>
Socorro V. Dela Rosa	Schools Division Superintendent	Delegation Head
Ma. Luisa T. Dela Rosa	Asst. Schools Div. Superintendent	Delegation Asst. Head
Mary Jean S. Romero	Chief ES, SGOD	Member
Romel G. Petajen	Chief ES, CID	Member
All PSDSs		Members

**B. Technical Working Committee**

<b>COMMITTEES</b>	<b>NAME</b>	<b>FUNCTIONS</b>
Communication and Coordination to possible partners and stakeholders	Aroline T. Borja, EPS-SGOD Imaculate T. Latorre – EPS II-SocMobNet Carol P. Gil, SEPS-HRTD All District ASP/BE Coordinators	Chairperson Co-Chairperson Members
Information Dissemination	Anjo G. Tugay, SEPS-PRU/DIO	Chairperson
Communication and Coordination to PSDSs/District TWCs	Fidel A. Vegim, SP II-DSO Marife B. Brequillo, SEPS-SocMobNet Maria Audrea L. Vivo, PDO II-DRRM	Chairperson Co-Chairperson Member
Registration/Partnership Fee	Liza R. Bernardo, AO IV-Cashier	Chairperson
Collection of T-Shirt Sizes thru the reg link/form	Fidel A. Vegim, SP II-DSO Rosario A. Vegim, PDO I-YFD	Chairperson Member
Receiving/Collection of Registration/Partnership Forms/Certificate layout	Marife Brequillo, SEPS-SocMobNet Ma. Lourdes Sorra, PDO I-YFD	Chairperson Member
Security and Safety	Maria Audrea L. Vivo All District DRRM Coordinators	Chairperson Members
Medical/First Aide Team	Dr. Kristine G. Santelices All SDO/School Nurses	Chairperson Members
Secretariat/Program, Certificates, Attendance, Documentation	PSDSs School Heads District Sports Officers District ASP/BE Coordinators	Chairperson Co-Chairperson Members
Fun Run, Zumba, and Tree Planting Venue	PSDSs School Heads District Sports Officers District ASP/BE Coordinators	Chairperson Co-Chairperson Members
Debriefing/Monitoring and Evaluation	Sarah S. Chiong, SEPS-SMM&E Achilles V. Alberto, EPS II-SMM&E	Chairperson Member





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 REGION V – BICOL  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

Enclosure No. 3 to Division Memorandum No. 266, s. 2023

**REGISTRATION/PARTNERSHIP PLEDGE FORM**

(2023 DEPED BICOL TAKBO PARA SA ATLETANG BICOLANO AND TREE PLANTING  
 ACTIVITIES IN SUPPORT TO THE PALARONG PAMBANSA AND  
 THE NATIONAL GREENING PROGRAM)  
 JULY 22, 2023 | BY MUNICIPALITY

No.	Name	School/Agency	Pledge/Amount	T-Shirt Size
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				

**NOTE:** This Registration/Partnership Pledge Form shall be remitted on or before **July 20, 2023** at the SGOD-SocMobNet Unit. The registration/partnership fee collected by each district shall remitted to the Ms. Liza R. Bernardo, SDO Cashier.

Submitted by:

Noted by:

Received by:

Name: \_\_\_\_\_

Position/ \_\_\_\_\_

Designation: \_\_\_\_\_

Date : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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Republic of the Philippines  
**Department of Education**  
REGION V – BICOL  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

Enclosure No. 4 to Division Memorandum No. 16, s. 2023

**LIST OF DIVISION MONITORS**

(2023 DEPED BICOL TAKBO PARA SA ATLETANG BICOLANO AND TREE PLANTING  
ACTIVITIES IN SUPPORT TO THE PALARONG PAMBANSA AND  
THE NATIONAL GREENING PROGRAM)  
JULY 22, 2023 | BY MUNICIPALITY

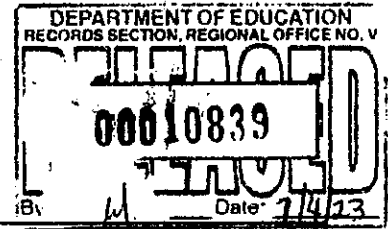
<b>MUNICIPALITY</b>	<b>NAME</b>	<b>POSITION / DESIGNATION</b>
ALL MUNICIPALITIES	EXECUTIVE COMMITTEE	
BAGAMANOC	IMACULATE T. LATORRE	EPS II-SOCMOBNET NURSE
PANGANIBAN	CAROL P. GIL	SEPS-HRD NURSE
VIGA	MA. AUDREA L. VIVO	PDO II-DRRM NURSE
GIGMOTO	REY C. BONAYON RODGER A. MATIENZO	PLANNING OFFICER III ENGINEER III NURSE
BARAS	AMYLOU B. CELSO	DENTIST II NURSE
SAN MIGUEL	AROLINE T. BORJA	EPS-SGOD NURSE
BATO	HIDELITA G. POSADA	DENTIST II NURSE
VIRAC	SARAH S. CHIONG ACHILLES V. ALBERTO	SEPS-SMM&E EPS II-SMM&E NURSE
SAN ANDRES	MARIFE B. BREQUILLO	SEPS-SOCMOBNET NURSE
CARAMORAN	ROSARIO R. VEGIM MA. LOURDES SORRA	PDO I-YFD PDO I-YFD NURSE
PANDAN	KRISTINE G. SANTELICES ELIZABETH S. URBANO	MEDICAL OFFICER III EPS II-HRD NURSE







Republic of the Philippines  
**Department of Education**  
REGION V - BICOL



**Office of the Regional Director**

ADVISORY  
July 3, 2023

**2023 DEPED BICOL TAKBO PARA SA ATLETANG BICOLANO AND TREE PLANTING ACTIVITIES IN SUPPORT TO THE PALARONG PAMBANSA AND THE NATIONAL GREENING PROGRAM**

Please be informed that funds collected from the registration fee of participating runners relative to the **2023 DepEd Bicol Takbo Para sa Atletang Bicolano and Tree Planting Activities in Support to the Palarong Pambansa and the National Greening Program** shall be remitted starting July 10, 2023, until July 19, 2023, to the DepEd Regional Cash Section and/or deposited through:

**Bank Account Name: DepEd ROV - BAC**  
**Bank Account No: 0132-1088-89**

For those payments made through LDDAP- ADA, please submit to the Regional Cash Section a copy of the validated LDDAP - ADA or validated deposit slips. A Follow- Up Coordination Meeting with the Division Coordinators for this Activity will be done on July 10, 2023, to report on the number of runners and preparations done by each division.

Enclosed is the Revised Activity Proposal. Likewise, all runners are requested to register at this link: <https://tinyurl.com/RegLink-Bicol-Run>

Please be guided accordingly.

  
a **GILBERT T. SADSAD**  
Regional Director

ESSD-SPPS/mcgb  
7/3/2023



Regional Center Site, Rawis, Legazpi City 4500

📞 0968 516 9555  
✉️ [region5@deped.gov.ph](mailto:region5@deped.gov.ph)

**MATATAG**  
Mangang Makabata Batang Makabansa



Republic of the Philippines  
Department of Education  
Region V (Bicol)

### Revised Activity Proposal

I - Title : TAKBO PARA SA ATLETANG BICOLANO: Zumba Run for the Benefit of Bicolano Athletes Competing in the 2023 Palarong Pambansa

II - Proposed Date : July 22, 2023

III - Assembly Time : 5:00 AM

IV - Venue : Each Division shall identify the area for the Zumba and Fun Run

V - Activity Objectives

1. Provide an avenue to advocate physical exercise to improve health and wellness;
2. Support the Bicolano athletes to represent the Bicol Region in the 2023 Palarong Pambansa;
3. Mobilize resources to support Partnership Initiatives for the participation of DepEd Bicol Region to National Palaro.

VI - Program of Activities

Time	Activities
5:00 AM	Stretching / Warm-Up
5:15 AM	Color Fun Run
7:00 AM	Zumba
11:00 AM	Tree Planting and other National Greening Activities

VII - Mechanics and Guidelines

1. The Takbo Para Sa Atletang Bicolano shall be done in all Divisions on July 22, 2023, 5 AM.
2. Registration Fee is at PHP350.00 per participant which will come with a t-shirt.
3. Below is the proposed percentage distribution of net income from the registration fee collected:

Percentage Distribution of Net Income	Beneficiary
50%	Incentives of the athletes to the Palarong Pambansa
30%	Clean and Green Expenses to the Palarong Pambansa
20%	Miscellaneous expenses for the Palarong Pambansa
PHP100%	TOTAL

4. Travel, registration and other incidental expenses of DepEd personnel, learners, parents, stakeholders and education partners shall be charged to local funds/division/school MOOE and other fund sources subject to the usual accounting auditing rules and regulations.
5. All finishers will be awarded with certificates. All participants shall be provided with t-shirt.
6. All runners must accomplish the attached health declaration form and a waiver indicating that they are physically fit. The Committee-In-Charge per Division must compile all waivers submitted as reference.
7. All Divisions through their designated Division Coordinators for the 2023 DepEd Bicol Takbo Para sa Atletang Bicolano and Tree Planting Activities in Support to Palarong Pambansa and the National Greening Program are requested to account for all the runners and remit to the Regional Cash Section for the issuance of the Official Receipt.
8. A Memorandum will be released to the field for this Activity.

IX - Monitoring and Evaluation

1. Contextualized Online Monitoring and Evaluation Tools.
2. Narrative / Accomplishment Report.






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Region V (Bicol)

3. Documentation (pictures, videos, audio recording).

Prepared by:

  
**MARIA CRISTINA G. BAROSO**  
Project Development Officer IV, ESSD

Recommending Approval:

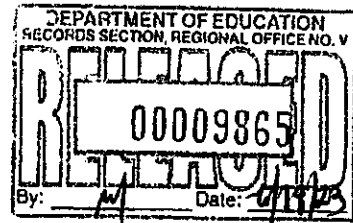
  
**ENGR. RONALD ASIS**  
Chief, ESSD

Approved:

  
**GILBERT T. SADSAD**  
Regional Director



Republic of the Philippines  
**Department of Education**  
REGION V - BICOL



Office of the Regional Director

19 June 2023

**REGIONAL MEMORANDUM**  
NO. 189 s. 2023

**2023 DEPED BICOL TAKBO PARA SA ATLETANG BICOLANO AND TREE  
PLANTING ACTIVITIES IN SUPPORT TO THE PALARONG PAMBANSA AND THE  
NATIONAL GREENING PROGRAM**

To : **Schools Division Superintendents**

1. The DepEd Regional Office V through the Education Support Services Division (ESSD) in coordination with various DepEd organizations will conduct this year's simultaneous Zumba Run, dubbed as DepEd Bicol Takbo para sa Atletang Bikolano on **July 22, 2023, 5 AM** in preparation for the upcoming Palarong Pambansa, venue of each Division shall be determined later. The venue for the Zumba Run with the Regional Officials will be released in a separate issuance. Likewise, in support to the National Greening Program, a tree planting may be done after the Zumba Run.
2. The proceeds of the Activity will be allotted for the additional financial incentives of the winner athletes and other incidental expenses for the 2023 Palarong Pambansa in Marikina City. All Schools Division Offices (SDOs) are requested to support the said activity and identify their own area for the Zumba Run.
3. There will be a registration fee amounting to PhP350.00 per runner which shall come with a finisher certificate and a t-shirt. T-shirt sizes shall be emailed/sent to the Division Sports Officer (DSO). The participation of the learners and DepEd personnel in this activity is on **VOLUNTARY BASIS ONLY**.
4. Technical Working Committees and other support staff shall be granted service credits/compensatory overtime credit for their service rendered on Saturday and Sunday pursuant to paragraph 3 5.3 letter K on Joint Circular of the Civil Service Commission (CSC) and the Department of Budget and Management dated October 4, 2004. Likewise, participating DepEd personnel may also be granted service credits/COC.
5. Travel, registration fee and other incidental expenses of the participants relative to this Activity shall be charged against local funds/division/School MOOE/other fund sources subject to the usual accounting and auditing rules and regulations.
6. For information and guidance.



Regional Center Site, Rawis, Legazpi City 4500

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**MATATAG**  
BULOG SA BULOG, KALAKAS SA KALAKAS