

**RELEASED**

BY: *[Signature]* No. *000*

DATE: **FEB 10 2026**



Republic of the Philippines  
Department of Education  
REGION V - BICOL

**PANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES**

**MEMORANDUM:**

**TO:** **Perlita V. Tatel** - Principal I, Danicop Elementary School  
**Lorenzo E. Gando** - Principal II, Capilihan Elementary School  
**Efren T. Gurrobat** - Head Teacher, San Andres Vocational School  
**Ruben Jose V. Tria** - Principal I, San Isidro Village Elementary School  
**Ma. Eliza M. Icaranom** - ADAS I, Gigmoto Central Elementary School  
**Joseph P. Bañares** - ADASI, Bote Integrated School  
**Elvis M. Mendador** - ADAS III, Gigmoto Central Elementary School  
**Charena P. Villegas** - Head Teacher III, San Andres Vocational School  
**Josep S. Todoc** - ADAS II, Bote Integrated School

**FROM:** **MA. JEANY T. ABAYON**  
Assistant Schools Division Superintendent  
Officer - In- Charge  
Office of the Schools Division Superintendent

**SUBJECT: SCREENING OF DOCUMENTS OF ATHLETES, COACHES, ASSISTANT COACHES AND CHAPERONES FOR PALARONG BICOL 2026**

**DATE:** February 10, 2026

1. In preparation for the submission of documents to the Regional Screening and Accreditation Committee (RSAC) on February 16, 2026, all concerned personnel are hereby advised to report to **Danicop Elementary School effective February 11-15, 2026.**
2. The primary objective of this assignment is to receive, verify, and screen the submitted documents of athletes, coaches, assistant coaches, and chaperones. Personnel are expected to provide the necessary assistance to resolve any discrepancies identified during the process.
3. Teachers and school personnel listed above shall be granted service credits pursuant to DepEd Order No. 13, s. 2024 entitled *Revised Guidelines on the Grant of Vacation Service Credits for Teachers* and Compensatory Overtime Credit (COC) pursuant to the provisions of Deped Order No. 53, s. 2003 entitled *Updated Guidelines on Grant of Vacation Service Credits to Teachers and Compensatory Overtime Credits to Non-Teaching Personnel* for the services rendered during Saturday and Sunday.



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4. Transportation and other incidental expenses incurred during this activity shall be charged against the school MOOE, subject to usual accounting and auditing rules and regulations.
5. For immediate information and strict compliance.