



Republic of the Philippines
Department of Education
Negros Island Region
DIVISION OF SAGAY CITY

20 JAN 2026

DIVISION MEMORANDUM

No. 045, s. 2026

**PARTICIPATION TO THE NEGROS OCCIDENTAL PROVINCIAL
ATHLETIC ASSOCIATION MEET**

To: Asst. Schools Division Superintendent
Chief Education Supervisors – CID and SGOD
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. The Division of Sagay City shall participate in the **Negros Occidental Provincial Athletic Association Meet**, which will be conducted by the Negros Occidental Provincial School Sports Council, from January 27 to 31, 2026, at the Pana-ad Park and Stadium, Barangay Mansilingan, Bacolod City, Negros Occidental, with the theme “One Team, One Dream: Championing Kindness and Well-being through Sports.”
2. This activity aims to strengthen sports development in the province and to select the best athletes who will represent the Province of Negros Occidental in the 2026 Negros Island Region Athletic Meet (NIRAM), to be held from March 1 to 7, 2026, in Bacolod City.
3. A celebrated Mass will be held on January 22, 2026, at the Sagay National High School Covered Court at 1:00 PM, to be followed by the Pre-Departure Conference. This event will be attended by all athletes, coaches, assistant coaches, chaperones, and working committee members.
4. The delegation is scheduled to depart on January 26, 2026, at 8:00 AM, with the assembly point at Sagay City Terminal. However, the Athletics Team shall proceed in advance to the Pana-ad Park and Stadium on January 21, 2026.
5. Enclosed are the General Instructions in the participation to the said activity, Calendar of Activities, Playing Venues, List of Technical Officials, and the Updated SDO Sagay City Delegation List.
6. Participants are entitled to service credits for work performed beyond regular office hours in connection with their participation in the stipulated activities. Teaching personnel shall earn 1.5 Vacation Service Credits for every eight (8) hours of rendered service, subject to the maximum limitation under DepEd Order No. 13, s. 2024, titled “*Revised Guidelines on the Grant of Vacation Service Credits for Teachers*,” provided that the activities are pre-approved and conducted by the Central Office, Regional Office, or Schools Division Offices. Non-teaching personnel shall be granted Compensatory Overtime Credits (COC) for work performed beyond regular hours, on weekends, or during holidays, pursuant to Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004, upon submission of duly accomplished Daily Time Records (DTR).
7. It is understood that in the conduct of this activity there shall be no discrimination in the provision of such partnership on account of age, school, gender, civil status, disability, religion or other similar factors, personal circumstances that run counter to the principles of equal opportunity.
8. Expenses for meals, traveling allowance, transportation, accommodation, and other incidental expenses incurred by the participants relative to the conduct of this activity are chargeable against SEF, Division MOOE, School MOOE, and any other local funds subject to the usual accounting and auditing rules and regulations.
9. For immediate and widest dissemination.

DANNIE CLARK M. UGUIL
Assistant School Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



Enclosure : as stated
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To be indicated in the **Perpetual Index** under the following subjects:

SGOD SPORTS

Jpb/Sports



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