



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE CARAGA
RELEASED
APR 12 2025
BY: CRJ
TIME: 5:20 P.M.

REGIONAL MEMORANDUM

No. 0376 , s. 2025

To: Schools Division Superintendents
All Others Concerned

CONDUCT OF IN-HOUSE TRAINING FOR THE 2025 PALARONG PAMBANSA

1. In preparation for the upcoming 2025 Palarong Pambansa in Ilocos Norte on May 24- June 1, 2025, there will be an **In-House Training for all qualifiers on April 21 – May 10, 2025, and on May 14, 2025, up to departure date** to Ilocos Norte.
2. For proper guidance please refer to the following enclosures:
Enclosure No. 1: List of Designated Training Directors and Supervisors and Terms of Reference
Enclosure No. 2: List of Training Venues
Enclosure No. 3: Schedule of Activities
3. All divisions shall pay P 250.00 per day per participant (athletes, coach, assistant coach, chaperon, trainers, training directors and supervisors, etc.) to the Regional Office Cashier, to cover meal expenses for the entire duration of the in-house training.
4. Transportation expenses from the division to the training venues and vice versa shall be charged to local funds or to any available fund sources subject to the standard accounting and auditing rules and regulations.
5. Medical teams will be deployed in the designated billeting quarters and training venues to cater to the immediate health needs of participants. However, should the case require further treatment and referral to the hospital, medical expenses shall be charged to the division concerned.
6. Furthermore, all divisions are requested to bring their own training / sports equipment and supplies to be used during the training.
7. For your information and dissemination.


MARIA INES C. ASUNCION
Director IV
Regional Director

Encl.: As stated
Reference: None
To be indicated in the Perpetual Index
under the following subjects:
SPORTS

ESSD/jcc
04/12/2025

(Enclosure No. 1 to Regional Memorandum No. 0376 , s. 2025)

**DESIGNATED TRAINING DIRECTORS AND SUPERVISORS
AND TERMS OF REFERENCE**

DESIGNATION	NAME	DIVISION	TERMS OF REFERENCE
Training Directors	Michael U. Martin	Butuan City	- Oversees the implementation of the training program. - Conducts regular evaluations of the in-house training programs to ensure they meet the standards and objectives. - Ensures that training programs are implemented consistently across all training venues. - Provides regular feedback to the Top Management on the progress of training.
	Danny Baldos	Agusan del Sur	
Training Supervisors			- Crafts the training plan and progress monitoring tool per event. - Discuss the training plan and progress monitoring tool with the coaches, asst. coaches to determine the requirements
Archery	Norie O. Pugahan	Agusan del Sur	
Arnis	Franco Giango	Surigao del Sur	
Athletics	Levi D. Balbarino Lodivico C. Sandig	Butuan City Surigao del Sur	
Badminton	Vicente P. Balbuena	Surigao del Sur	
Baseball	Leon T. Martinez Arnold Parajes	Agusan del Sur Surigao del Sur	
Basketball	Conrad C. Pabroquez	Bislig City	
Billiards	Nestor J. Capina	Agusan del Sur	
Boxing	Rey Cajutol	Agusan del Sur	
Chess	Rockey Pagkaliwagan	Agusan del Sur	
Dancesport	Joseph O. Lumusad	Butuan City	



Football	William O. Macasocol	Butuan City	and expected outcomes on the day of arrival. 3. Monitors the daily activities and ensures that the training programs / schedules are strictly implemented. 4. Provides feedback to the Training Directors on the progress of training.
Futsal	Elmer M. Cataluna	Butuan City	
Gymnastics (AG)	Cirigin L. Caburian	Butuan City	
(MAG)	Maria Fe U. Lao	Surigao City	
	Alfredo G. Pasaylo, Jr	Agusan del Norte	
(RG)	Selma S. Tibon	Butuan City	
	Juary S. Mondragon	Siargao	
(WAG)	Neyhra C. Metucua	Agusan del Norte	
Para Games	Maria Ali C. Donoso	Surigao City	
Pencak Silat	Romeo Matawa	Agusan del Sur	
Speak Takraw	Keobs Castillo	Agusan del Sur	
Softball	Jessielyn L. Cuadrillero	Surigao del Sur	
Swimming	Fortunato L. Pantaleon, Jr	Surigao del Sur	
Table Tennis	Evelyn B. Lesiguez	Bislig City	
Taekwondo	Jonathan Arcuino	Bayugan City	
Tennis	Jonathan Cuadrillero	Surigao del Sur	
Volleyball	Ianfel A. Gozo	Bayugan City	
Weightlifting	Nicolas S. Orias, Jr.	Butuan City	
Wrestling	Gay R. Curro	Bislig City	
Wushu	Joselito Cubillas	Butuan City	

(Enclosure No. 2 to Regional Memorandum No. 0376 , s. 2025)

TRAINING VENUES

Event	Training Venues
Archery	Patin-ay, Prosperidad, Agusan del Sur
Arnis	Patin-ay, Prosperidad, Agusan del Sur
Athletics	Patin-ay, Prosperidad, Agusan del Sur
Badminton	Patin-ay, Prosperidad, Agusan del Sur
Baseball	Bayugan City
Basketball	Patin-ay, Prosperidad, Agusan del Sur
Billiards	Patin-ay, Prosperidad, Agusan del Sur
Boxing	Patin-ay, Prosperidad, Agusan del Sur
Chess	Patin-ay, Prosperidad, Agusan del Sur
Dancesport	Bayugan City
Football	Patin-ay, Prosperidad, Agusan del Sur
Futsal	Patin-ay, Prosperidad, Agusan del Sur
Gymnastics (AG)	Nasipit, Agusan del Norte
(MAG)	Nasipit, Agusan del Norte
(RG)	Nasipit, Agusan del Norte
(WAG)	Nasipit, Agusan del Norte
Para Games	Patin-ay, Prosperidad, Agusan del Sur
Pencak Silat	Patin-ay, Prosperidad, Agusan del Sur
Speak Takraw	Patin-ay, Prosperidad, Agusan del Sur
Softball	Bayugan City
Swimming	Patin-ay, Prosperidad, Agusan del Sur
Table Tennis	Patin-ay, Prosperidad, Agusan del Sur
Taekwondo	Patin-ay, Prosperidad, Agusan del Sur
Tennis	Patin-ay, Prosperidad, Agusan del Sur
Volleyball	Patin-ay, Prosperidad, Agusan del Sur
Weightlifting	Patin-ay, Prosperidad, Agusan del Sur
Wrestling	Patin-ay, Prosperidad, Agusan del Sur
Wushu	Patin-ay, Prosperidad, Agusan del Sur

(Enclosure No. 3 to Regional Memorandum No. 0376 , s. 2025)

SCHEDULE OF ACTIVITIES

DATE / TIME	ACTIVITIES	REMINDERS
April 21, 2025 8:00 AM – 2:00 PM	Arrival of participants	Coordinate with billeting quarter in-charge for room assignments
3:00 PM-3:30 PM	Opening Program	To be attended by all SDSs, Training Directors, Training Supervisors, Coaches, Asst. Coaches and Chaperons
3:30 PM – 5:00 PM	General Orientation and Meeting	
April 22, 2025	Start of Training	Training Directors, Training Supervisor and Coaches to submit a training program /schedule per event
April 23-25, 2025	NSAC Final Screening and Interview	All qualifiers except for Para Games must be present in Agusan del Sur for the NSAC interview Training will commence after the interview.
April 26 – May 10, 2025	Continuation of Training	
May 11, 2025	Travel to respective divisions	
May 12-13, 2025	Election Break	
May 14, 2025	Travel back to designated training venues	All participants must bring all the necessary things ready for departure to Ilocos Norte
May 16, 2025 3:00 PM -4:00 PM	Thanksgiving Mass	To be attended by all SDSs, Coaches, Asst. Coaches and Chaperons
4:00 PM – 5:00 PM	Send-off Program	
May 17-20, 2025	Departure for Ilocos Norte	Divisions take note of their flight schedules. RO transportation team shall facilitate the departure from the training venue to the airport.