



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

May 23, 2025

**REGIONAL MEMORANDUM**

No. **457**, s. 2025

**To:** Schools Division Superintendents  
SGOD Chiefs & CID Chiefs  
RO Division Chiefs, Section and Unit Heads  
Public and Private Elementary and Secondary School Heads  
All Others Concerned

**2025 PALARONG PAMBANSA OMNIBUS GUIDELINES**

1. In reference to the attached Memorandum OM-OUOPS-2025-05-03154 dated May 21, 2025, from MALCOLM S. GARMA, Assistant Secretary, Officer-In-Charge, Office of the Undersecretary for Operations, Secretary General, Palarong Pambansa, the Schools Divisions are hereby informed of the 2025 Palarong Pambansa Omnibus Guidelines on the following areas:

Enclosure 1 : Health, Safety and Welfare Protocols;  
Enclosure 2: Disciplinary Protocols;  
Enclosure 3: Conduct of Laro ng Lahi;  
Enclosure 4: Parade of Delegations for the Opening Ceremony; and  
Enclosure 5: Guidelines for Special Awards

2. All Palarong Pambansa Guidelines which are inconsistent with this Omnibus Guidelines are repealed, rescinded, or modified accordingly.

3. Immediate and wide dissemination of this Memorandum is desired.

**JOCELYN DR ANDAYA**

Regional Director, NCR  
Concurrent Officer-In-Charge, Office of the  
Assistant Secretary for Operations

Encl.:

As stated

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Republika ng Pilipinas  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

**MEMORANDUM**

**OM-OUOPS-2025-05 - 03154**

FOR : **UNDERSECRETARIES**  
**ASSISTANT SECRETARIES**  
**MINISTER OF BASIC, HIGHER, AND TECHNICAL EDUCATION,**  
**BARM**  
**BUREAU AND SERVICE DIRECTORS**  
**REGIONAL DIRECTORS**  
**SCHOOLS DIVISION SUPERINTENDENTS**  
**PUBLIC AND PRIVATE ELEMENTARY AND SECONDARY**  
**SCHOOLS HEADS**  
**ALL OTHERS CONCERNED**

FROM : **MALCOLM S. GARMA**  
*Assistant Secretary, Officer-In-Charge,*  
*Office of the Undersecretary for Operations*  
*Secretary General, Palarong Pambansa*



SUBJECT : **2025 PALARONG PAMBANSA OMNIBUS GUIDELINES**

DATE : **21 May 2025**

The Department of Education (DepEd), in coordination with the Philippine Sports Commission (PSC) and the Department of the Interior and Local Government (DILG), shall conduct the **65th edition** of the **Palarong Pambansa** from **May 24 to 31, 2025** in Ilocos Norte Province.

In view of the foregoing and to ensure an organized, well-managed, safe, peaceful, and successful conduct of this year's premier national scholastic multi-sport competition, this Department – through the Office of the Undersecretary for Operations (OUOPS) – issues this **2025 Palarong Pambansa Omnibus Guidelines** on the following areas:

- Enclosure 1 : Health, Safety, and Welfare Protocols;
- Enclosure 2 : Disciplinary Protocols;
- Enclosure 3 : Conduct of *Laro ng Lahi*;
- Enclosure 4 : Parade of Delegations for the Opening Ceremony; and
- Enclosure 5 : Guidelines for Special Awards

All *Palarong Pambansa* guidelines which are inconsistent with this Omnibus Guidelines are repealed, rescinded, or modified accordingly.

For more information and inquiries, you may contact the ***Palarong Pambansa Secretariat*** at telephone number (02) 8687-4146 or through email address [palarong.pambansa@deped.gov.ph](mailto:palarong.pambansa@deped.gov.ph).

Immediate dissemination of and strict compliance with this Memorandum is directed.





**DEPARTMENT OF EDUCATION**

Office of the Undersecretary for Operations

**PALARONG PAMBANSA SECRETARIAT**

## **2025 PALARONG PAMBANSA HEALTH, SAFETY, AND WELFARE PROTOCOLS**

### **I. HEALTH PROTOCOLS**

#### **A. Pre-Event**

1. All athletes, coaches, chaperones, officials, technical committee members, and other *Palarong Pambansa* delegates shall secure a medical certificate of physical fitness duly certified by a government physician. The certificate shall be valid for three (3) months prior to the event.
2. All athletes shall undergo a physical health check by designated *Palarong Pambansa* health official before playing.
3. The host region, through the host school, shall ensure the availability of a first aid station with basic medical supplies (<https://tinyurl.com/basicmedicalsupsupplies>) and equipment. Psychological First Aid (PFA) providers shall also be available to respond to any mental health crises during the event.
4. The host school, in coordination with the regional delegation, shall designate an isolation area for any member of the delegation who manifests signs or symptoms of a communicable disease and must immediately be referred to a medical official.
5. The host region through the City Health Office/DOH/Provincial Health Office shall ensure the following:
  - a. Sufficient medical manpower at billeting and playing venues;
  - b. A list of hospitals/medical facilities for referrals and emergency cases;
  - c. Established protocols and process flow for referrals and medical case management;
  - d. Provision of ambulances at all billeting quarters and playing venues;
  - e. Monitoring and reporting of cases; and
  - f. Enforcement of a 100-meter no-sale and no-advertisement zone for tobacco, alcohol, and related products around schools.
6. Health education on food safety shall be conducted, and the consumption of food from uncertified vendors is discouraged. Delegates are strongly advised to purchase food only from vendors

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or food establishments with a valid food safety certification or sanitary permit issued by the appropriate local authority.

7. Local importation or procurement of meat and meat products for the event shall comply with existing national and local regulations, including those issued by the National Meat Inspection Service (NMIS) and the local Veterinary Office. Coordination with these agencies is required to ensure proper inspection, certification, and handling to prevent the spread of zoonotic and foodborne diseases.
8. Billeting quarters must conform to WASH standards per DO 10, s. 2016 (Comprehensive Water, Sanitation and Hygiene in Schools Program), including:
  - Safe drinking water;
  - Handwashing facilities;
  - Gender segregated toilets; and
  - Proper waste Management
9. All activities must adhere to DepEd-DOH-DSWD-CHED-LEB-TESDA-DILG JAO 2022-0001 (Healthy Settings Framework), DO 48, s. 2016 (Tobacco Control Policy), and D.M. III, s. 2019.
  - No Smoking/No Vaping signages shall be displayed in all billeting areas and playing venues.
  - Delegations shall not have partnerships or sponsorships from industries promoting tobacco, vape, breast milk substitutes, or alcoholic beverages.

## **B. During Event**

### **I.1 Billeting Area**

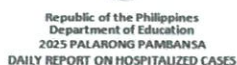
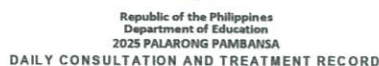
1. The host school shall ensure 24/7 on-site medical personnel for delegate safety.
2. The regional medical team shall oversee the health and safety of their delegation, conduct health rounds, and promote positive health behavior.
3. If an athlete is deemed not Fit for Resumption to Play by the attending official medical doctor, the athlete shall not be allowed to participate in any sporting event. If a coach or official insists on allowing the athlete to compete despite the medical findings, a written waiver must be signed, and the coach shall assume full responsibility for any resulting health consequences.
4. All technical personnel with comorbidities shall bring maintenance medication and disclose medical conditions to the delegation medical officer.
5. Regional officials shall ensure the provision of nutritious and safe meals as per the menu approved by the regional Nutritionist-Dietitian, in accordance with DepEd Order No. 13, s. 2017.
6. Ambulances shall be available for emergency cases.
7. Use the link: <https://tinyurl.com/PPHealthForms> to download the forms for the Daily Consultation and Treatment Record and the Daily report on Hospitalized Cases.

8. The regional medical team shall submit the Daily Medical Situationer Report using the link [tinyurl.com/PP2025SITREP](https://tinyurl.com/PP2025SITREP) at [blss.shd@deped.gov.ph](mailto:blss.shd@deped.gov.ph).
  9. Health advisories (e.g., dengue, heat-related illnesses) shall be disseminated: <https://tinyurl.com/PPAdvisory>.
  10. Strict enforcement of No Smoking/No Vaping and No Alcohol policies shall be observed.
- I.2 Death Casualties
- In the event of a death, the host province shall assist with body transfer and provide PFA through trained guidance counselors or medical personnel.
- I.3 Playing Venues
- The host region shall ensure the following:
1. First aid station with hydration areas at the playing venues;
  2. No event shall begin without the presence of the medical team;
  3. Coordination between regional and local health personnel at first aid stations;
  4. Uniforms and IDs for medical personnel for easy identification;
  5. Sufficient medical personnel (1 medical officer, 1 dentist, 2 or more nurses, 2 DRRM personnel, and support staff);
  6. Ambulances for each playing venue;
  7. Compliance with medical requirements for combative sports (boxing, taekwondo, wrestling, pencak, wushu);
  8. Medical accompaniment for athletes in combative games;
  9. Enforcement of No Smoking/No Vaping and No Alcohol policies.

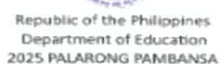
### **C. Reporting Templates**

1. Submission of Daily Medical Situational Report utilizing the official template provided: [tinyurl.com/PP2025SITREP](https://tinyurl.com/PP2025SITREP).
2. Each regional delegation shall assign a focal person to manage case reporting. Cut-off time: 5:00 PM.
3. Immediate reporting to the PHO hotline is required for the following:
  - Sudden cardiac arrest;
  - Severe head or spinal injuries;
  - Mass casualty incidents;
  - Acute febrile illness of unknown origin;
  - Diarrheal or respiratory outbreaks (e.g., ILIs, COVID-19);
  - Heatstroke or severe heat illness;
  - Meningitis or suspected vaccine-preventable diseases (e.g., measles, mumps);
  - Chemical/environmental hazards;
  - Suicide attempts or severe mental crises;
  - Animal bites.



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Link: <https://tinyurl.com/PP-DailyConsultationForms>

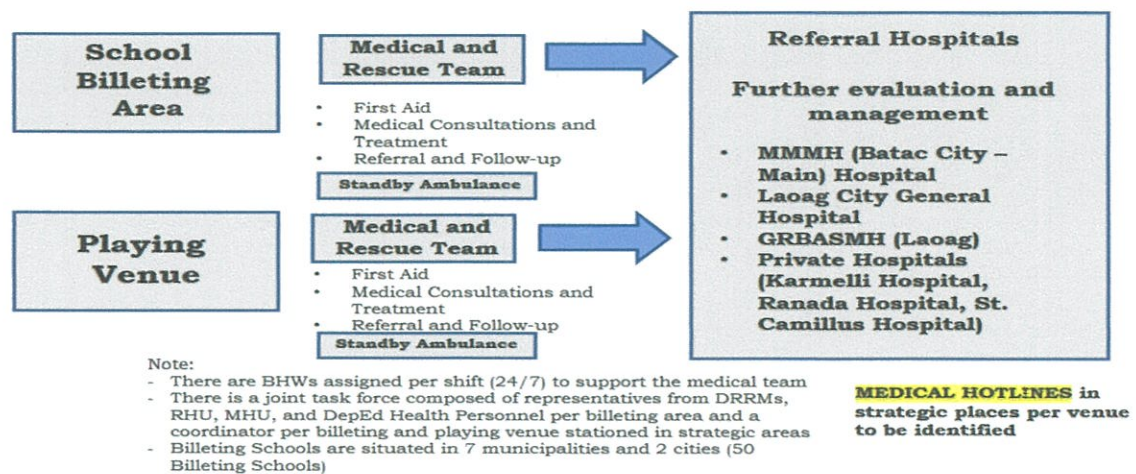


## DAILY MEDICAL SITUATIONAL REPORT

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Link: [tinyurl.com/PP2025SITREP](https://tinyurl.com/PP2025SITREP)

## G. Health and Welfare Process Flow



## H. Health Advisory

Health Advisories dengue, measles, etc., can be found through this link:

- <https://tinyurl.com/PPAdvisory>

## I. Medical Hotlines and Referrals

1. To mainstream the reporting of emergency cases, the existing hotline number 911 of the Local Disaster Risk Reduction Management Office (LDRRMO) can be contacted.
2. To ensure immediate access to medical assistance or support services, the medical hotlines to be contacted shall be provided by the host province.
3. All injuries or illnesses shall be assessed on-site by health personnel. First aid shall be administered. If further care is needed, referral to a hospital shall be arranged.

## J. Hospitalization Arrangements

1. The host province shall facilitate hospitalization and patient transport, including identification of free and chargeable services.
2. An express lane for *Palarong Pambansa* delegates shall be established in referral hospitals, staffed by designated health personnel.
3. Hospitalization cost arrangements shall be coordinated with the host LGU.
4. Air transport for critical medical emergencies shall be coordinated by the host province.

## K. Deployment Plan

The host Province shall provide the detailed deployment Plan for the medical Team during the Orientation scheduled before the *Palarong Pambansa*.



## II. SAFETY, SECURITY, AND WELFARE PROTOCOLS

To uphold the safety, security learners, coaches, officials, chaperones, service providers, and other participants in the 2025 *Palarong Pambansa*, the Department of Education issues these guidelines and protocols. These shall guide all pre-event preparations, on-site operations, and post-event actions to prevent harm, respond effectively to incidents, and ensure a secure, inclusive, and dignified environment for all involved.

### A. Safety and Security

#### Pre-Event:

1. **Help Desk Setup:** Every competition location and billeting school will have a help desk open 24/7. To help everyone during the event, this Help Desk will have specialized staff for Safety and Security, Learners' Rights and Protection, and the Medical Team.
2. **Personnel Requirements:** At least one female safety and security personnel—from DepEd or authorized government forces—must be present in all activities and billeting areas.
3. **Compliance with Relevant Policies:** The event will comply with the following policies:
  - a. DO No. 32, s. 2019 – Learners and Schools as Zones of Peace
  - b. DO No. 39, s. 2022 – Health and Safety Protocols for Learner-Convergence Activities
  - c. DO No. 40, s. 2012 – Child Protection Policy
  - d. DO No. 13, s. 2017 – Healthy Food and Beverage Choices in Schools and DepEd Offices
4. **Communication Preparation:** Clear communication channels for emergency reporting will be established and shared with all learners, coaches, officials, chaperones, service providers, and other participants. Emergency contact numbers and procedures will be posted at all strategic locations and repeated during orientations.
5. **Identification Card:** All individuals involved in the event must wear their prescribed identification cards, which will include emergency contact numbers and event hotlines.

#### During Event:

1. **Safety Briefings and Drills:** All individuals involved will participate in the briefings and evacuation drills to their assigned venues and billeting areas.
2. **Familiarization with Safety Measures:** All participants must familiarize themselves with emergency exits, evacuation routes, and safety instructions.
3. **Collaboration with Law Enforcement:** Safety personnel will coordinate with local law enforcement and security agencies to ensure rapid response to any threats, including the handling of suspicious behavior, unauthorized access, or disruptive actions.

4. **Crowd Control and Emergency Procedures:** Crowd control measures and emergency exits will be implemented, especially in large venues.
5. **Fire Safety Measures:** The host city, in coordination with the DRRM Office, shall conduct fire safety inspections, enforce compliance with local fire codes, and ensure that all venues are equipped with extinguishers and marked emergency exits.
6. **Weather Monitoring and Contingency Plans:** Weather monitoring systems must be active throughout the event. Contingency plans should be ready for outdoor activity suspensions due to extreme heat, thunderstorms, or other severe conditions.

**Post Event:**

1. **Debriefing and Feedback:** After the event, a debriefing will be conducted to assess safety and security. Feedback will be collected from participants, staff, officials, coaches and volunteers.
2. **Continuous Monitoring:** Ongoing Monitoring of the venues will continue until all participants have safely departed.

**B. Standard Behaviors and Restricted Activities**

1. To minimize risks and prevent untoward incidents during the 2025 Palarong Pambansa, the following rules shall apply to all delegates, participants, and service providers:
  - a. Restricted Actions:
    - i. Wandering alone in unfamiliar areas or beyond curfew hours.
    - ii. Entering off-limits or unauthorized zones within event or billeting venues.
    - iii. Engaging in risky physical activities such as climbing structures, running in crowded areas, or roughhousing.
    - iv. Participating in unsupervised or unofficial activities not listed in the official program.
    - v. Leaving the venue or billeting site with strangers or even known individuals without written permission verified by the learner's chaperone.
    - vi. Entering vehicles not designated or verified by the event transport team.
    - vii. Bringing or using alcohol, tobacco, vapes, drugs, or controlled substances.
    - viii. Taking or distributing medication not prescribed to them.
    - ix. Using or sharing personal information with strangers online.
    - x. Accepting friend requests or private messages from adult delegates or service providers on social media.
    - xi. Meeting with online-only acquaintances without adult supervision.
    - xii. Ignoring safety instructions, pushing, or shoving in lines, especially during emergencies.



b. Expected Behaviors:

- i. Always stay with their assigned buddy or delegation group.
- ii. Go immediately to the Help Desk or contact a chaperone or event staff if separated.
- iii. Keep personal belongings secure and never leave valuables unattended.
- iv. Avoid bringing non-essential items that may be lost or stolen.
- v. Protect their digital privacy—no posting of personal details or real-time location on social media.
- vi. Report any suspicious online or offline behavior to a chaperone or event staff immediately

c. Safe, Respectful Interaction:

- i. All interactions must be respectful, non-violent, and non-sexualized, applying to: adult delegates to learner-athletes, adults to fellow adults, learners to fellow learners, and learners to adults
- ii. Inappropriate physical contact, verbal harassment, or suggestive behavior is strictly prohibited. All adults are reminded:
  1. Not to share rooms with learner-athletes unless officially designated as a chaperone.
  2. Not to engage in inappropriate physical contact or comments, even as a joke.
  3. Not to dismiss or ignore any allegations or disclosures from a learner.
  4. To maintain a respectful distance and always uphold boundaries.
- iii. Media Consent and Documentation
  1. Obtain informed consent from learners' parents/guardians before taking photos or videos of minors.
  2. Submit signed consent forms to the Palarong Pambansa Secretariat.
- iv. Fire and Hazard Safety
  1. Use of flammable materials must be cleared with the Safety and Security Committee.
  2. Fire safety equipment must be present and functional at all activity sites where such materials are used.

**C. Duties and Responsibilities of Coaches, Trainers, Chaperones, or Guardians**

1. Chaperones, coaches, and trainers shall act in loco parentis and are expected to provide full-time supervision, protection, and support to the learner-athletes under their care. Their responsibilities include:
  - a. Supervision and Care

- i. Exercise parental authority over learners during the entire duration of the event, both within and outside official venues.
  - ii. Always accompany learners and maintain a headcount, especially during curfew and transitions between venues.
  - iii. Immediately report discrepancies in headcount to the Safety and Security Committee after curfew hours.
  - iv. Attend all safety briefings and ensure that assigned learners participate in drills and orientations at billeting and activity sites.
- b. Communication and Coordination
  - i. Clearly communicate the daily itinerary to learners and update them promptly on changes.
  - ii. Maintain open and ethical communication with other chaperones, organizers, and safety personnel. Document and report significant incidents accurately.
  - iii. Use designated communication channels for reporting emergencies or confidential learner concerns.
- c. Emergency Protocols
  - i. Conduct pre-departure safety briefings that include buddy system arrangements, emergency procedures, and contact points.
  - ii. In case of chaperone incapacitation (e.g., illness, injury), immediately designate an alternate chaperone and properly document the transfer of responsibility.
  - iii. Know the locations of the nearest medical facilities, first aid stations, and evacuation areas.
  - iv. Carry a basic first aid kit and be prepared to handle minor injuries or illnesses.
  - v. Preferably be trained in:
    - 1. Basic Life Support (BLS)
    - 2. First Aid
    - 3. Psychological First Aid (PFA)
    - 4. Mental Health and Psychosocial Support (MHPSS)
- d. Transport and Movement
  - i. Coordinate with transport providers to ensure safe and timely movement of learners.
  - ii. Accompany learners during travel and confirm seatbelt use and safety compliance in vehicles.
  - iii. Verify vehicle assignments and avoid unauthorized changes in transport arrangements.
- e. Mental Health and Protection
  - i. Monitor learners for signs of distress, fatigue, or unsafe behaviors. Refer to the proper channels for intervention when needed.



- ii. Supervise online activities to prevent exposure to harmful content or interactions. Teach digital safety and privacy practices.
  - iii. Uphold DepEd Orders DO 55, s. 2013 and DO 40, s. 2012, especially when handling protection cases.
- f. Reporting and Documentation
  - i. Report all child protection concerns to the designated focal person. Fill out intake forms and incident reports when needed.
  - ii. Maintain accurate records of incidents, medical cases, behavioral issues, and other relevant concerns.
- g. Reunification
  - i. Coordinate with the family of the learner during emergencies or in cases requiring early release.
  - ii. Follow turn-over and family reunification protocols, including securing signed logs and verifying identities.

#### **D. Duties and Responsibilities of Learner-Athletes**

- I. Learner-athletes are expected to demonstrate discipline, respect, and responsibility throughout their participation in the 2025 Palarong Pambansa. Their conduct should reflect sportsmanship, readiness to follow safety protocols, and regard for the well-being of others.
  - a. Personal Safety and Conduct
    - i. Always stay with your assigned buddy or delegation. If separated, report immediately to a Help Desk, chaperone, or safety personnel.
    - ii. Comply with all safety protocols in competition venues, billeting areas, and during travel.
    - iii. Attend all safety briefings, evacuation drills, and health orientations.
  - b. Health and Well-being
    - i. Monitor your health. If you feel unwell or notice another participant showing symptoms of illness, immediately inform your chaperone or coach.
    - ii. Stay hydrated, get adequate rest, and observe proper hygiene practices.
    - iii. Avoid self-medicating or sharing medicines with others.
  - c. Respect and Discipline. Refrain from:
    - i. Bullying, discrimination, or harassment—whether based on appearance, ability, gender, religion, or social status.
    - ii. Any form of inappropriate or sexually suggestive behavior, including jokes or gestures.
    - iii. Aggressive conduct such as fighting, vandalism, or disruption of activities.
    - iv. Bringing into the premises or possessing prohibited items: weapons, alcohol, drugs, tobacco, vape devices, toxic substances, or pornographic material.

- d. Digital Behavior and Online Safety
  - i. Do not share personal information or real-time location online.
  - ii. Avoid accepting social media requests or messages from adult participants or service providers.
  - iii. Report suspicious online or offline activity to your chaperone immediately.
  - iv. Refrain from posting or live-streaming content that may compromise safety, privacy, or the reputation of others.
- e. Inclusive Participation
  - 1. Learner-athletes with disabilities shall receive:
    - 2. Accessible venues and facilities (ramps, toilets, paths). Assistive services, such as sign language interpreters, large print materials, or assigned aides.
    - 3. Quiet zones or calm rooms if needed for sensory regulation.
    - 4. Equal opportunities and reasonable accommodations to participate fully and safely.
- f. Reporting and Seeking Help
  - i. If you witness or experience any form of abuse, misconduct, or bullying, talk to a chaperone or the Palarong Pambansa Child Protection Team.
  - ii. Learners are strongly encouraged to speak up and seek help without fear or shame.

## **E. Safety and Security Committee**

- 1. The Safety and Security Committee plays a central role in ensuring a safe, secure, and responsive environment throughout the 2025 Palarong Pambansa. Their duties cover risk prevention, emergency response, crowd management, and incident documentation.
- 2. Pre-Event:
  - a. Conduct comprehensive risk assessments at all venues and billeting areas in coordination with local DRRM offices.
  - b. Develop an Emergency Response Plan (ERP) that includes evacuation protocols and assembly areas, family reunification procedures, first aid and medical deployment, and communication flow during emergencies.
  - c. Form an Incident Management Team (IMT) for each site (billeting and competition venues).
  - d. Create a Contingency Plan identifying resources and response strategies for Fire, Earthquake, Terrorism, and Weather disturbances (e.g., extreme heat, typhoons)
  - e. Conduct fire safety inspections and verify fire extinguisher availability and accessibility.
  - f. Install first aid stations and Help Desks, staffed with trained personnel, equipped with medical supplies, megaphones, and two-way radios.

- g. Train all committee members in First Aid and Basic Life Support, Fire and evacuation procedures, and Emergency communication protocols.
3. During the Event:
    - a. Always maintain visible presence of safety personnel across all event areas.
    - b. Wear proper uniforms and ID badges and enforce strict access control using the Participants Master List.
    - c. Regularly inspect emergency exits (must remain clear and marked), fire extinguishers and alarms, and venue capacity and crowd density.
    - d. Monitor weather conditions and coordinate suspension of activities if needed.
    - e. Coordinate with law enforcement and security personnel to address unauthorized access, suspicious packages or individuals, and public disturbances.
    - f. Respond immediately to, medical emergencies (activate EMS and onsite medical personnel), security threats or injuries, and missing person reports.
    - g. Use radios or emergency hotlines for concise and secure communication.
    - h. Record incidents in a central incident log, including date, time, individuals involved, action taken, and outcome.
  4. Post-event:
    - a. Facilitate post-event hotwash sessions with stakeholders (security, medical, delegation heads) to evaluate response effectiveness and identify improvement areas.
    - b. Collect incident reports and feedback from committees, volunteers, and participants.
    - c. Contribute to a consolidated Safety and Emergency Report for submission to the central organizing body and DRRM offices.

## **F. Service Providers**

1. All service providers (i.e. food sellers, vendors, etc.) involved in the 2025 Palarong Pambansa, whether engaged in catering, logistics, technical support, or transport, are required to observe strict safety, coordination, and child safeguarding protocols throughout the event.
2. General Responsibilities
  - a. Always wear clearly identifiable uniforms and prescribed IDs. No service provider may operate at the venue without a signed Child Safeguarding Acknowledgment Receipt (AR).
  - b. Attend the mandatory safety and child safeguarding briefing conducted by the Secretariat prior to deployment.
  - c. Maintain open communication with event organizers and comply with assigned roles and schedules.
  - d. Participate in coordination meetings to stay updated on any changes in safety procedures or activity flow.



- e. Report all incidents (e.g., injuries, malfunctions, hazards) immediately to event security and designated organizers using the correct reporting protocols.
  - f. Document all relevant incidents and submit reports as required.
  - g. Join the post-event evaluation to provide feedback and support future planning.
3. For Catering Service Providers
    - a. Comply with food safety protocols, including:
      - i. Safe food handling, storage, and temperature control.
      - ii. Personal hygiene standards for all staff.
      - iii. Waste disposal measures to prevent contamination and pest infestation.
    - b. Provide separate meal options for individuals with food allergies, dietary restrictions, or religious considerations.
    - c. Equip catering areas with fire extinguishers, and ensure staff are trained in their use.
  4. For Lighting, Sound, and Visual Operators
    - a. Conduct equipment inspections before and after every setup.
    - b. Use safe installation practices to avoid trip hazards, electrical faults, or structural instability.
    - c. Secure and label all exposed wires or cables and cover walkways.
    - d. Regulate sound levels to protect hearing and adhere to local noise ordinances.
    - e. Be trained on venue emergency protocols and know how to perform a quick shutdown during emergencies.
  5. For Transport Providers
    - a. All vehicles must undergo pre-trip safety checks and comply with roadworthiness standards.
    - b. Drivers must be briefed on, safe driving protocols, emergency response actions, event-specific transport rules, ensure seat belts are functional and used by passengers.
    - c. Maintain orderly pick-up and drop-off points, away from high foot traffic areas.
    - d. Vehicles must carry a first aid kit, a fire extinguisher, and a copy of emergency contacts and route assignments.

## **G. Turn-over of Physical Custody and Family Reunification Guidelines**

1. These protocols govern the safe and orderly release of learner-athletes from Palarong Pambansa venues to their families, guardians, or authorized representatives. The goal is to prevent miscommunication, unauthorized pickups, and delays during reunification, especially in emergencies.
2. Situations Where These Guidelines Apply:
  - a. End of the event (standard pickup or drop-off)
  - b. Medical emergencies requiring learner removal
  - c. Lockdowns due to security threats

- d. Behavioral incidents warranting removal from participation
  - e. Family emergencies or personal requests for early departure
  - f. Unexpected travel interruptions or stranding during transit
3. Standard Turn-over Process
- a. Pre-event: Inform families of the official reunification protocols, designated pickup points, and required identification.
  - b. All parents/guardians must complete and sign a Reunification Consent Form, listing who is authorized to pick up the learner.
  - c. Learners may only be released to:
    - i. A person listed in the consent form,
    - ii. Or someone verified with the primary emergency contact through a direct call or written confirmation.
  - d. Turnover must take place only in designated, secure areas, supervised by the Learners Rights and Protection Officer or Safety and Security Personnel.
4. Documentation Requirements
- a. Log every reunification with the following:
    - i. Name of learner
    - ii. Name and ID of the person taking custody
    - iii. Time and date
    - iv. Reason for release (if outside regular schedule)
  - b. Require signature of the person receiving the learner.
  - c. Keep a copy of incident reports and medical summaries (if applicable) for emergency-related turnovers.
5. Special Situations: Stranded Participants
- a. Any stranded learners or personnel must report their situation (location, needs, and names) to Safety and Security focal persons.
  - b. The nearest DRRM Coordinator shall coordinate with the local LGU to provide support (e.g., food, shelter, transportation).
  - c. Learners may not travel without LGU clearance or proper coordination for safety.
6. Psychosocial Support
- a. Make Psychological First Aid (PFA) and Mental Health and Psychosocial Support (MHPSS) available at reunification points for learners and families during distressing situations.
  - b. Confirm with the family once the reunification is complete and safe.



## **2025 PALARONG PAMBANSA DISCIPLINARY PROTOCOLS**

### **RATIONALE**

The Disciplinary Committee was created following the directive from the Palaro Board to establish a committee that shall ensure strict observance and compliance of all participating learner-athletes, teaching and nonteaching personnel, trainers, coaches, and chaperones of the DepEd's zero-tolerance policy against child abuse, violence, discrimination, bullying, exploitation, and other forms of abuse, and instilling the value of discipline, self-control, respect and adherence to rules among our learners and personnel.

### **A. Primary Role of the Disciplinary Committee**

The role of the Discipline Committee (DC) is to determine whether a violation of the learner-athlete rights has occurred and apply the relevant interventions and sanctions in accordance with the provisions of the DepEd Child Protection Policy<sup>1</sup>, DepEd Anti-Bullying Policy<sup>2</sup>, and other related laws, rules, and regulations.

The DC shall ensure that the persons who appear before them shall have the right to be informed of the cases filed and the evidence against them, the right to be heard, to be represented by a counsel, to produce evidence and defend himself/herself.

The DC shall strengthen the intervention and response mechanisms in place by the Learner Rights and Protection (LRP) Desks. Specifically, the Discipline Committee shall review and validate reported incidents, conduct further investigations, and possibly impose penalties or recommendations concerning reported incidents of bullying, child abuse, or misconduct and unsportsmanlike behavior committed by learner participants, and/or by DepEd teaching and non-teaching personnel, including coaches, trainers, and/or parents of learner participants.

The DC shall complement the functions of the National and Regional LRP Desk in consolidating reported offenses identified in the succeeding items, especially those incidents directly reported to the Regional LRP Desk Officers.

<sup>1</sup> DepEd Order No. 40, s. 2012

<sup>2</sup> DepEd Order No. 55, s. 2013



## B. Composition

- The Disciplinary Committee shall be headed by the Chairperson, Atty. Suzette T. Gannaban-Medina, OIC-Director III, Bureau of Learner Support Services and Learner Rights and Protection Division.
- In addition to the Chairperson, the Committee shall consist of the following members:
  - a. Representative from the Legal Division – Atty. Eric Karl Nicholas M. Aguilar
  - b. Representative from the LRPD – Ma-Ann C. Escobedo
  - c. Representative from the School Health Division-Mental health Team – Jordan B. Concepcion
  - d. Representative from the Youth Formation Division – Matt Gavin Matibag
  - e. Secretariat from the LRPD – Eloisa M. Sadia

## C. Offenses Leading to Disciplinary Action

### I. Learner-Athletes

1. Bullying, committed by a learner against another learner, is defined under DepEd Order No. 55, s. 2013<sup>3</sup>, viz:

#### Section 3

b. **“Bullying”** refers to any severe, or repeated use by one or more students of a written, verbal or electronic expression, or a physical act or gesture, or any combination thereof, directed at another student that has the effect of actually causing or placing the latter in reasonable fear of physical or emotional harm or damage to his property; creating a hostile environment at school for the other student; infringing on the rights of another student at school; or materially and substantially disrupting the education process or the orderly operation of a school; such as, but not limited to, the following:

1. Any unwanted physical contact between the bully and the victim like punching, pushing, shoving, kicking, slapping, tickling, headlocks, inflicting school pranks, teasing, fighting and the use of available objects as weapons;
2. Any act that causes damage to a victim’s psyche and/or emotional well-being;
3. Any slanderous statement or accusation that causes the victim undue emotional distress like directing foul language or profanity at the target, name-calling, tormenting and commenting negatively on victim’s looks, clothes and body;
4. **“Cyber-bullying”** or any bullying done through the use of technology or any electronic means. The term shall also include any conduct resulting to harassment, intimidation, or humiliation, through the use of other forms of technology, such as, but not limited to texting, email, instant messaging, chatting, internet, social media,

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<sup>3</sup> Section 3 (b), Rule II “DepEd Order No. 55, s. 2013,” December 23, 2013

online games, or other platforms or formats as defined in DepED Order No. 40, s. 2012; and

5. Any other form of bullying as may be provided in the school's child protection or

b.1 The term "bullying" shall also include:

1. **"Social bullying"** – refers to any deliberate, repetitive and aggressive social behavior intended to hurt others or to belittle another individual or group.
  2. **"Gender-based bullying"** – refers to any act that humiliates or excludes a person on the basis of perceived or actual
2. Learner-athletes who commit Section 21 (b)(8) of DepEd Order No. 43, s. 2016 or the "Implementing Rules and Regulations of Republic Act No. 10588 or the Palarong Pambansa Act of 2013", viz:

**Section 21. Grounds for Disqualification.** Unless otherwise provided by the Board, the following athletes shall be disqualified or shall not be allowed to play in the Palarong Pambansa:

a) For Regular Sports Events

1. xxx

8. Other grounds, including, but not limited to, falsification of documents, misrepresentation, and use of prohibited drugs.

## **II. Teaching or non-teaching personnel, trainers, coaches, and chaperones**

1. Violation of Section 15 of the DepEd Child Protection Policy<sup>4</sup>, which may be committed by teaching and non-teaching personnel, trainers, coaches, and chaperones. The prohibited acts are as follows:
  - Child abuse
  - Discrimination against children
  - Child exploitation
  - Violence against children in school
  - Corporal punishment
  - Any act analogous or similar acts
2. Misconduct<sup>5</sup> – encompasses a wide range of unethical and harmful behaviors, which may have been committed by any teaching or non-teaching personnel, coaches, or trainers, undermining fair play and the well-being of athletes:
  - a. Emotional Misconduct – both verbal and physical acts, ranging from name-calling to throwing equipment at an athlete. Stalking and withholding support can also be categorized as emotional misconduct.
  - b. Physical Misconduct – refers to any behavior that does or could lead to physical harm, including both contact and non-contact actions.

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<sup>4</sup> DepEd Order No. 40, s. 2012, "DepEd Child Protection Policy," May 14, 2012

<sup>5</sup> "What is Misconduct," USA Cheer Organization, <https://usacheer.org/what-is-misconduct-in-sport>

Examples include punching, allowing athletes to return to play after an injury without medical clearance, and withholding food or water.

- c. Sexual Misconduct – covers a broad spectrum of sexual actions performed without consent. This also includes grooming, sexual harassment, non-consensual sexual contact or intercourse, sexual exploitation, exposing a minor to sexual content or imagery, sexual bullying, and sexual hazing.
  - d. Harassment – refers to repeated or severe conduct that instills fear or humiliation, degrades an athlete, creates a hostile environment, or seeks to establish superiority based on an athlete's age, race, ethnicity, culture, religion, national origin, or disability.
  - e. Hazing – involves physical, mental, emotional, or psychological actions that could intimidate, degrade, abuse, or endanger an athlete for the sake of social acceptance. This could include behaviors such as forcing individuals to participate in drinking games, physically restraining them, or depriving them of water, food, or sleep.
3. Commission of the above-mentioned offenses may lead to sanctions under Section 26 of DepEd Order No. 43, s. 2016 or the "Implementing Rules and Regulations of Republic Act No. 10588 or the Palarong Pambansa Act of 2013", viz:

**Section 26. Sanctions against Athletes, Technical Officials and other persons.** Unless otherwise provided for by the Board, the following sanctions shall be imposed against the team of the region who will violate the rules on eligibility as enumerated under Rule V of this IRR:

- a) xxx
- b) xxx

These sanctions shall be without prejudice to the filing of appropriate administrative and/or criminal charges against the erring officials and/or athletes in accordance with existing laws, rules and regulations.

#### **D. Jurisdiction**

The DC shall exercise jurisdiction over the abovementioned offenses when committed while en route to, during, and after the Palarong Pambansa en route to their respective regions, provided that the learner is within the supervision, instruction, and custody of DepEd, exercising special parental authority.<sup>6</sup>

#### **E. Who May File A Case**

- 1. The Tournament Director
- 2. Regional Sports Officer
- 3. Coaches, chaperones, and other accompanying adults
- 4. Any person who has a personal knowledge of the learner rights and protection incident

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<sup>6</sup> Article 218, Executive Order No. 209 "Family Code of the Philippines."



## **F. Witness or Experts**

- a. If any party wishes to call a witness or expert before the DC, they must notify the other party, verbally or in writing, as soon as practicable and no later than 24 hours, or any shorter period agreed to by the parties, duly approved by the DC. The DC shall have the power to decide whether such witness or experts shall be required to attend or be called to give evidence at any hearing.
- b. The DC is authorized to question a witness or expert at any stage and shall control the questioning of a witness or expert by the other parties.

## **G. Hearing Proper**

- a. The hearing shall proceed with an opening narration of the circumstances by the complainant or the victim and their witnesses, if any.
- b. After the narration of the complainant, victim, and their witnesses, the person-complained-of shall be allowed to narrate his defense, and present his witnesses, if any.
- c. After both parties have narrated their respective sides, the DC shall be given opportunity to ask clarificatory questions.
- d. Consistent with the principles of administrative due process, the hearing shall not be in the form of a trial-type proceeding, and technical rules of evidence shall not be applied.
- e. The DC shall evaluate the case based on substantial evidence, principles of justice and equity, in over-all consideration of the principles of the best interest of the child.

## **H. Sanctions of the Disciplinary Committee**

The DC shall inform the parties in writing of the Resolution and Recommendation and that the same has been endorsed to the Palaro Board for appropriate action based on the applicable DepEd issuances and related laws.

## **I. Appeals**

Parties may exercise their right to appeal the decision of the Palaro Board, and the same may be addressed to the Board, copy furnished to the DC.

The DC may reconvene to consider the motion and thereafter issue a resolution for consideration of the Palaro Board.

## **J. Confidentiality**

In all complaints received involving learners especially child abuse, violence, discrimination, exploitation, bullying, and other acts of abuse, and misconduct, the identity and other information may reasonably identify the learner, whether as a victim and offender, shall be withheld from the public or protect his or her privacy.

On the other hand, the Magna Carta for Public School Teachers protects the rights of our teaching personnel and no publicity shall be given to any disciplinary action against a teacher during the pendency of his or her case<sup>7</sup>.

Moreover, the DC strictly adheres to the Data Privacy law.

## **K. Reporting Forms**

Reporting Forms may be accessed at the link below:

[https://drive.google.com/drive/folders/1oi9mACDnkZ9Mi-vCanBFLYGmBvjSAAuz?usp=drive\\_link](https://drive.google.com/drive/folders/1oi9mACDnkZ9Mi-vCanBFLYGmBvjSAAuz?usp=drive_link)

or <https://tinyurl.com/DCReportingForms> or through the QR code:



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<sup>7</sup> Section 18, DepEd Order No. 40, s. 2012

**END-OF-DAY REPORTING FORM****2025 Palarong Pambansa**

In compliance with the Data Privacy Act of 2012, the Department of Education, through the *Palarong Pambansa Secretariat*, assures that all personal data obtained from this form is entered and stored within DepEd's authorized information and communications system and will only be accessed by authorized personnel. Moreover, Section 18 of the DepEd Child Protection Policy ensures that the identity or other information pertaining to the learner/s or individuals involved shall be withheld from the public to protect their privacy.

<b>TYPE OF INCIDENT</b> (Specify the incident)	
<b>DATE &amp; TIME OF INCIDENT</b>	
<b>PLACE/EXACT LOCATION OF INCIDENT</b> (If during event, state the kind of game/competition)	
<b>LEARNER-ATHLETE INVOLVED</b> (Indicate the: age, sex assigned at birth, region, game/competition participated in, and specific involvement in the incident. The names of minors should be withheld)	Age: _____ Region: _____ Sex assigned at birth: _____ Name of guardian: _____ Competition participated in: _____
<b>COACH/TRAINER INVOLVED AND THEIR SPECIFIC PARTICIPATION</b> (Indicate the: full name, sex assigned at birth, gender, position/designation, region, game/competition participated in, and involvement in the incident.)	Name of Coach: _____ Region: _____ Age: _____ Sex assigned at birth: _____ Contact information: _____
<b>DESCRIPTION/DETAILS OF THE INCIDENT</b> (Describe/narrate how the incident happened, injuries sustained, damages incurred, and the emotional state of the parties involved.)	
<b>ACTIONS AND INTERVENTIONS TAKEN</b> (State the responses/initial and immediate action/s taken or implemented, including the interventions conducted to assist the learner/s involved. A separate sheet is required for the intervention plan)	
<b>PREPARED BY</b> (Complete Name of TD)	
<b>DATE TRANSMITTED TO THE PALARO SECRETARIAT - DISCIPLINARY COMMITTEE</b>	



**REPORTING FORM**  
**2025 Palarang Pambansa**

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<b>COACH/TRAINER INVOLVED AND THEIR SPECIFIC PARTICIPATION</b> (Indicate the: full name, sex assigned at birth, gender, position/designation, region, game/competition participated in, and involvement in the incident.)	<b>Name of Coach:</b> _____ <b>Region:</b> _____ <b>Age:</b> _____ <b>Sex assigned at birth:</b> _____ <b>Contact information:</b> _____
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<b>PREPARED BY</b> (Complete Name of TD)	
<b>DATE TRANSMITTED TO THE PALARO SECRETARIAT - DISCIPLINARY COMMITTEE</b>	



**DEPARTMENT OF EDUCATION**  
Office of the Undersecretary for Operations  
**PALARONG PAMBANSA SECRETARIAT**

## **2025 PALARONG PAMBANSA CONDUCT OF LARO NG LAHI**

### **INTRODUCTION**

As part of the 2025 Palarong Pambansa celebrations, the Schools Division of Ilocos Norte is proud to host the Laro ng Lahi (Philippine Games), a showcase of Filipino traditional games that promote unity, fun, and cultural pride. This special event is exclusively designed for the members of the regional delegation.

Through the spirit of Laro ng Lahi, we aim to strengthen camaraderie, rekindle the joy of playing traditional Filipino games, and celebrate our vibrant culture in a friendly and inclusive environment.

### **OBJECTIVES**

- To promote Filipino heritage through traditional games (Philippine Games)
- To encourage camaraderie, cooperation, and teamwork among delegation officials.
- To foster a fun, relaxed atmosphere amidst the competitive spirit of the Palarong Pambansa
- Follow the basic rules

### **VENUE AND SCHEDULE**

- Venue: Carasi Civic Center
- Schedule: May 25, 2025 (07:00 a.m.-12:00 noon)

### **PARTICIPANTS**

- Eligible participants must be 55 years old and below include:
  - Regional Directors
  - Assistant Regional Directors
  - Schools Division Superintendents (SDS)
  - Assistant Schools Division Superintendents (ASDS)
  - Other Regional and Division Delegation Officials
  - Coaches

## GAME AND TEAM COMPOSITION

GAMES	TEAM COMPOSITION	MALE	FEMALE	SUBSTITUTE
<b>Patintero</b> Cluster 1 Regions I, II, III, CAR, and NAS Cluster 2 Regions IV-A, IV-B, V and NCR Cluster 3 Regions VI, VII, VIII and IX Cluster 4 Regions X, XI, XII, BARMM & CARAGA	<b>8</b>		<b>5</b>	<b>3 (female)</b>
Kadang-kadang (17 regions representing 17 teams)	<b>10</b>	<b>4</b>	<b>4</b>	<b>2 (1 male &amp; 1 female)</b>
Sack Race (17 regions representing 17 teams)	<b>7</b>	<b>5</b>		<b>2 (male)</b>

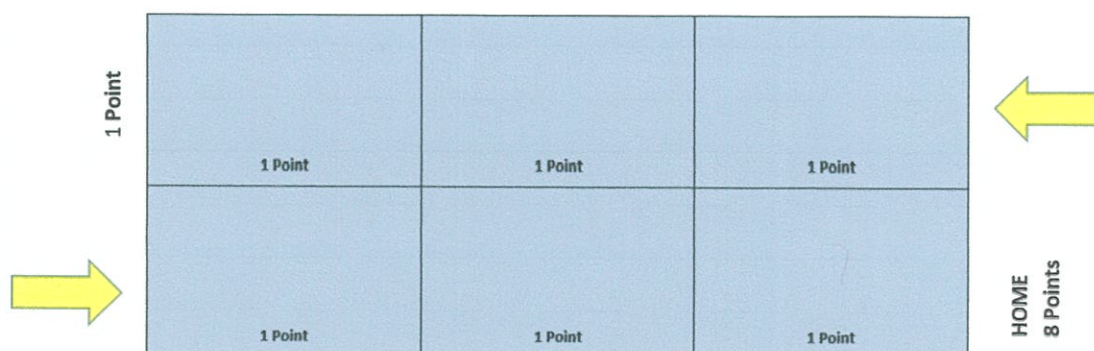
## GENERAL GUIDELINES

1. Participants are the regional and division officials and coaches, 55 years old and below.
2. There shall be clustered four (4) teams for Patintero and seventeen (17) teams representing seventeen (17) regional delegations for kadang-kadang and sack race.
3. Each clustered team and regional team shall designate coordinators.
4. Each player can only participate in one event or game.
5. Participants/players shall be physically fit to join the friendly competition. A proof of health status/medical certificate is also requested.
6. Participants/players are requested to submit the Physical Activity Readiness Questionnaire (PAR-Q) test.
7. Each participant shall wear appropriate playing attire. Ideally, rubber shoes, shorts/jogging pants and shirts promoting freedom of movement are recommended.
8. A medical team must be deployed in the venue to ensure the safety and welfare of all participants.
9. Observance of fair play, respect, and sportsmanship is expected at all times.
10. A list of participants must be submitted to the Palarong Pambansa Games Secretariat on or before May 16, 2025, through email [palarong.pambansa@deped.gov.ph](mailto:palarong.pambansa@deped.gov.ph)



## RULES OF THE GAME

### A. Patintero



### Number of player

1. There shall be a minimum of 5 players to a maximum of 8 players per team. Only 5 players shall be allowed to play at a time either as LINE GUARD (defensive) or PASSER (offensive) side. All players shall be given the chance to play in the game.
2. The game is played by an all-female team.
3. Any LINE GUARD (defensive) player shall be designated as the MARABUTIT (patotot) of the team.

### Rules on Officiating

1. The officials of the game shall be composed of seven (7) pax; (1) Chief Referee, (1) Time Keeper, (1) Scorer, and (4) Line Judges.
2. The Scorer makes a record of all the scores made during the game. He takes accurate data on the nature of scores, infractions and time.
3. The Chief Referee keeps the game in order, implements rules and settles disputes if any. He shall also be in charge of the entire conduct of the game from setting and checking court dimensions to the adherence to game rules.



4. The Chief Referee's decision is always final.

### **Games Mechanics**

1. The game shall start by determining who is the LINE GUARD (defensive) and PASSER (offensive) team through a toss coin. The winner in the toss coin chooses the option of either being the LINE GUARD (defensive) or PASSER (offensive) team at the start of the game.
2. The PASSER (offensive) players shall play unlimited attempts to score until the 3-minute time limit elapses. The PASSER (offensive) players may also lose their rounds if they are tagged three times in the same round before the 3-minute time elapses.
3. The 3-minute countdown starts upon the blowing of the whistle by the Chief Referee.
4. The PASSER (offensive) players shall navigate from baseline to the end line and back, avoiding being tagged by the LINE GUARD (defensive) players.
5. PASSERS (offensive) players may enter the court within the bounds of the baseline.
6. Both feet shall cross the homing line to be considered a successful attempt.
7. Every time a PASSER (offensive) player is tagged, she shall acknowledge by raising her hand.
8. Line keepers may tag the PASSERS (offensive) players for as long as one foot is in contact with the line she is guarding.
9. Line guards tag the passer with an open palm.
10. Linekeepers are not allowed to go anywhere except the line she is guarding. Crawling and intentionally falling in any direction is not allowed.
11. The MARABUTIT (Patotot) can travel the whole length of the playing court, can tag any opponent and is allowed to perform a "back touch" anytime.

### **Rules on Substitution**

1. A player in the court may ask for a substitution from a teammate only after a round.
2. A player may only be allowed substitution during a game if:
  - a. an injury or potential injury has occurred; and
  - b. when an event may warrant risks to a player.
3. A substitute may come in to replace an ejected player due to a red card penalty. An ejected player may come in the subsequent rounds of play.
4. The timekeeper shall pause the time to facilitate the substitution process.

### **Rules on Scoring**

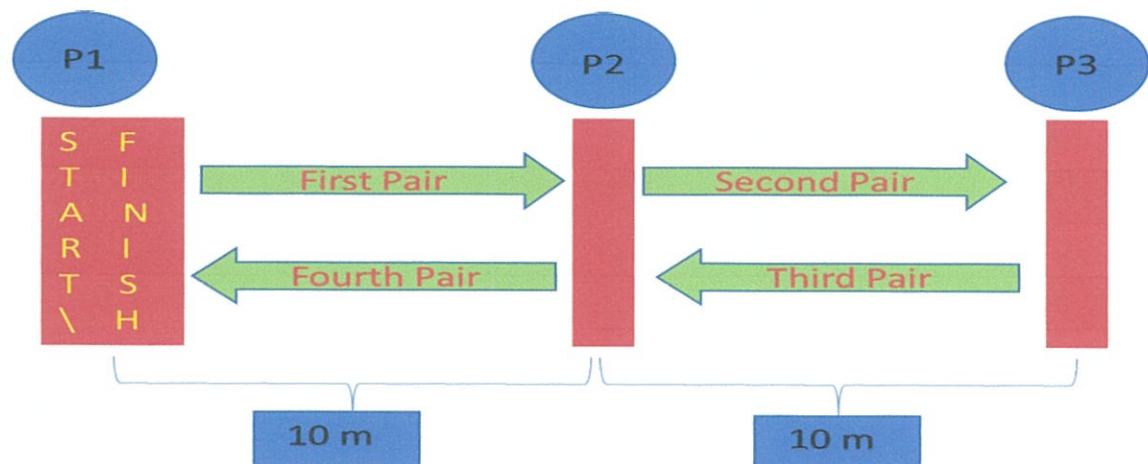
1. 1 point shall be given to each successful crossing of the line. The highest point per home run is 8 points. In the event that there is no successful home run, the offensive player who crossed the most number of lines shall be the basis of the score.

2. At the end of the 3-minute mark, the Chief Referee shall blow the whistle to signal the end of the round.
3. The team that gets the highest point in 3 rounds shall win the game.
4. Maximum playing time is 40 minutes.

### Rules on Etiquette

Before the start and after the game, each team shall form a line, face the opponents, and shall shake hands, bump fist, or any other sign to signify friendship.

### B. Modified *Kadang-Kadang* Relay

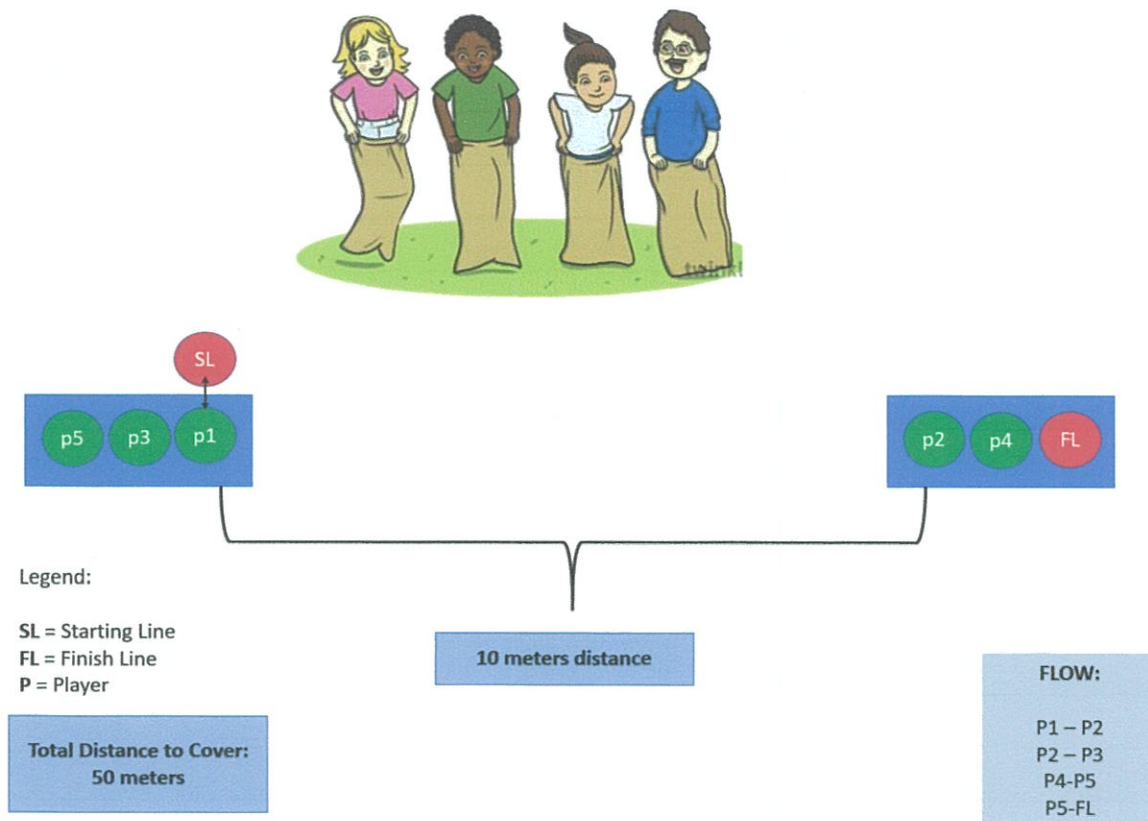


1. The goal of the game is to race from the starting line to the finish line.
2. Each team shall consist of ten (10) players where eight (8) 4 male and 4 female), arranged by partner, will play or act as rider in the modified *kadang-kadang* and one (1) among the reserve player shall serve as the commander of rhythm of motion.
3. Partners (1 male and 1 female) will be positioned 10 meters away from each other. (Refer to the figure above for the positions of players)
4. Each partner will wear a "*kadang*" on both feet.
5. Upon the signal of "GO" the first partner will synchronize walk 10 meters towards the next teammate and tap the back of the second player, as a

signal to walk towards the next partner. This continues sequentially until the last partner of the team crosses the finish line. (Refer to the figure above for the movement of players)

6. The team who registered the best (shortest) time wins the game.

### C. Sack Race



1. Each team shall consist of seven (7) male players. Five (5) males will play the game and 2 will be substitutes.
2. Each team will have a sack, large enough to fit both legs up to their waist or chest, and 1 safety helmet as equipment to play the game.
3. The players will be positioned 10 meters away from each other.
4. Each player steps inside a sack and holds the top edges with their hands around their waist.
5. On "GO," the first player hops 10 meters to the next teammate and gives them the sack and helmet. Each teammate then hops 10 meters to the next, passing the equipment. This continues until the fifth player hops to the finish.
6. A player must keep both feet inside their sack throughout the race.
7. The primary method of locomotion is hopping; running or stepping outside the sack is prohibited.
8. The team who registered the best time wins the game.

**NOTE:** For *Kadang-kadang* and sack race there will be 5 heats. Heats shall be determined through a drawing of lots.





## **2025 PALARONG PAMBANSA PARADE OF DELEGATIONS FOR THE OPENING CEREMONY**

### **GUIDELINES DURING THE PARADE**

#### **I. EVENT OVERVIES**

- Parade Participants: **250 participants**
- Bleacher Participants: **350** (assigned to designated area at Ferdinand Edralin Marcos Memorial Stadium)
- All bleacher participants must be seated before 5:00 PM
- Parade Start Time: 5:00 PM

#### **II. ASSEMBLY DETAILS:** Time-3:00 PM to 5:00 PM

#### **III. PARADE ASSEMBLY AREA AND DEBUSSING:** See Annex 1

#### **IV. PARADE SEQUENCE:** All parade participants must be ready and in position before the start time.

#### **V. MUSIC:** One unified music track will be used throughout the parade.

#### **VI. SALUDO SEGMENT:**

- Movement during this portion must be progressive and synchronized.
- All units must maintain fluid motion while performing the salute (no halts or pauses).

#### **VII. BLEACHER ARRANGEMENT AND SEATING PLAN:**

- **Location:** Ferdinand Edralin Marcos Memorial Stadium
- Participants will be seated in designated areas marked clearly with signs or floor markers.
- Marshals will be assigned to assist in seating and maintain order.
- Seating plan: (Annex 2)

#### **VIII. GENERAL REMINDERS:**

- Be punctual to ensure smooth coordination.
- Maintain discipline and order during assembly, parade, and seating.
- Follow the instructions of the marshals and organizers at all times.
- Hydration and basic first aid will be available on site.
- All participants must wear their designated uniforms. • No bags will be used during the parade.



## **IX. PROHIBITED ITEMS IN THE EVENT VENUE:**

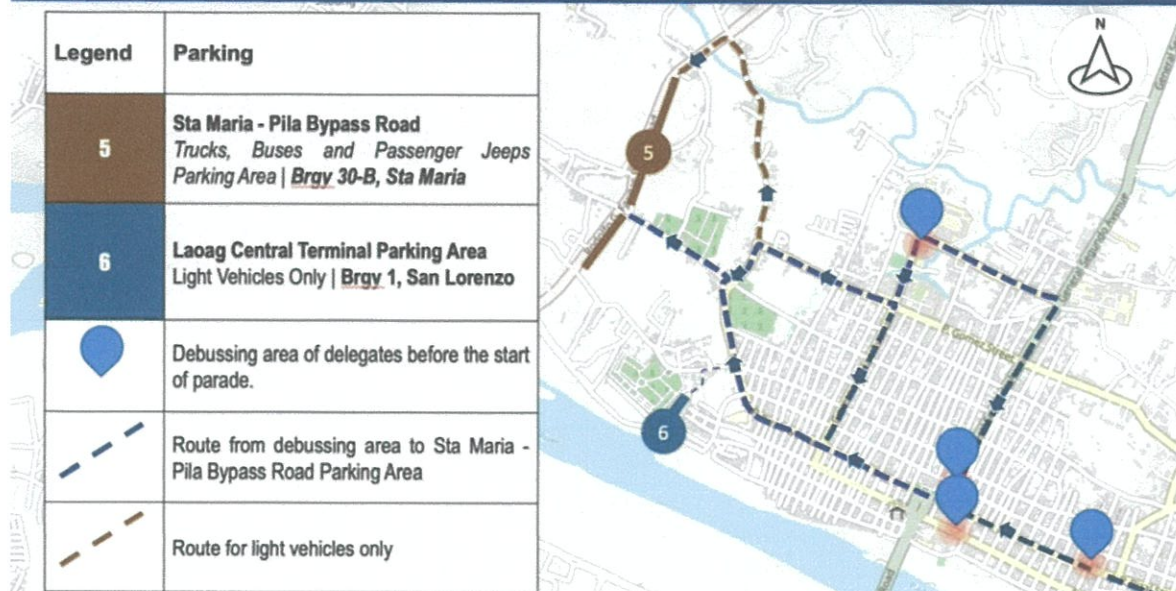
All dangerous items such as firearms, magazines, ammunition, bladed weapons or any sharp/pointed objects, pocket/utility knives, flammable or toxic materials, alcoholic drinks, lighters, laser pointing devices/pen, large bags, balloons, confetti, portable electric hand fans, insulated tumblers [aquafask, and the like], etc)

## Annex 1

### Opening Parade | Debussing Area of Delegates (Before the start of the parade)



### Route Going to Sta Maria – Pila Bypass Road Parking Area



## Assembly Area of Delegates



## Assembly Area of Delegates

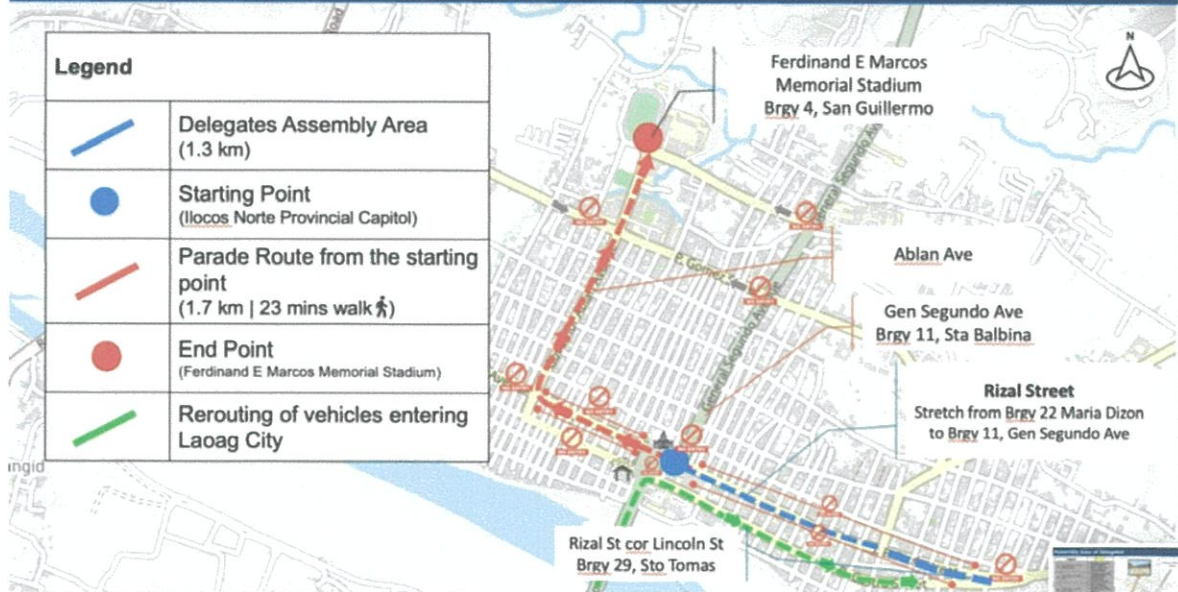




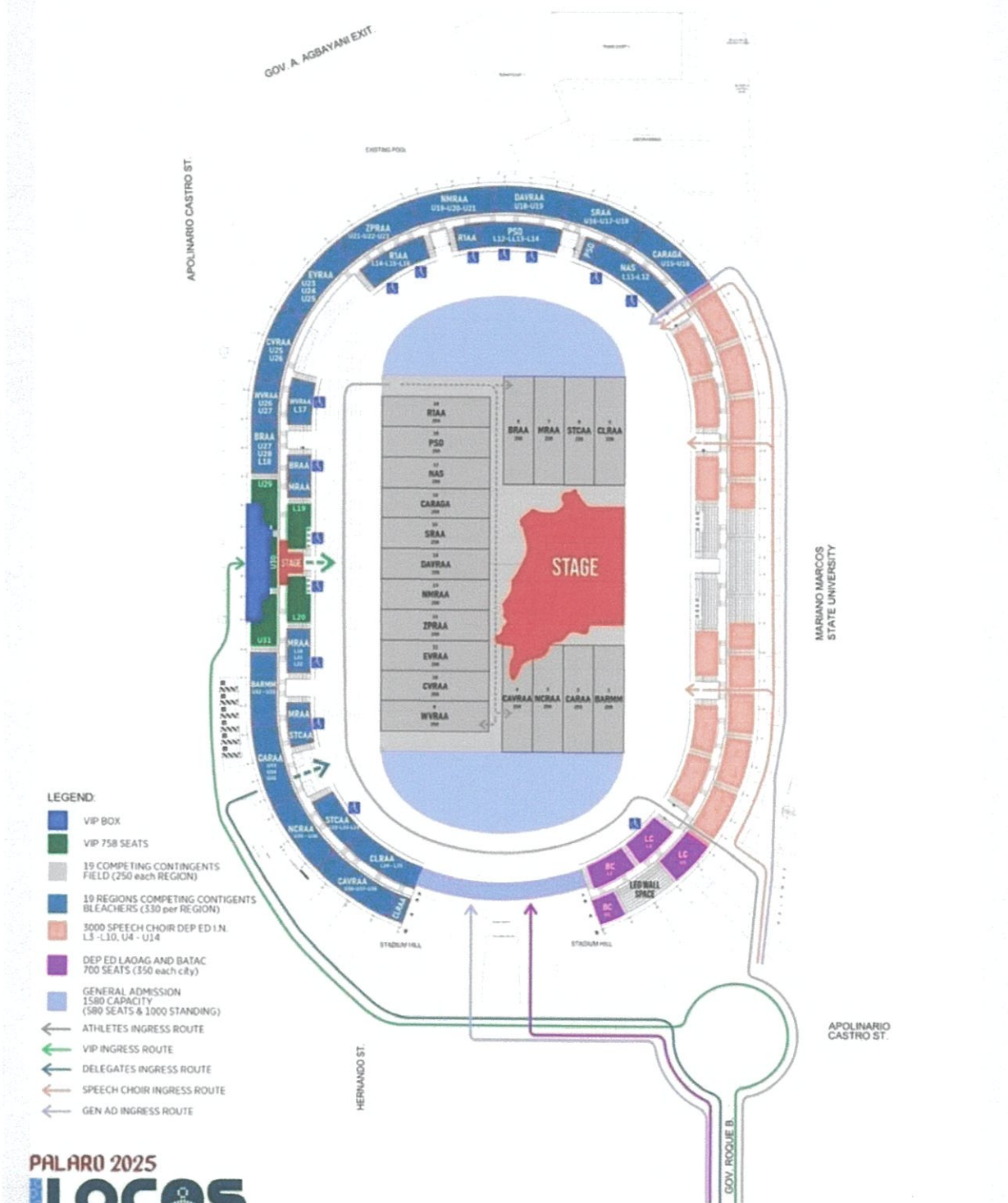
## Assembly Area of Delegates



## Route of the Opening Parade







**ILOCOS  
NORTE**  
NAGKAKAISANG KAPULUAN

**PALARONG PAMBANSA ILOCOS NORTE 2025**  
ZONING

## **BEST BILLETING SCHOOL AWARD**

The Best Billeting Schools Awards will be given to the official billeting schools that provided the most ideal accommodations for the athletes and delegates based on the following criteria.

### ***A. Cleanliness and Sanitation***

- Emphasis was placed on the overall cleanliness of the facilities, including restrooms, sleeping quarters, and common areas.
- Regular maintenance and hygiene practices were crucial.
- Delegations are responsible for maintaining cleanliness in their respective billeting areas, including the provision and sterilization of kitchen utensils.

### ***B. Organization and Orderliness***

- The systematic arrangement of rooms, clear signages, and efficient management of the billeting area.

### ***C. Aesthetic Appeal and Decorations***

- Schools that showcased creative and culturally relevant decorations, enhancing the visual appeal of the premises, were recognized.

### ***D. Amenities and Facilities***

- The provision of additional facilities such as mess halls, conference rooms, and recreational areas added value to the billeting experience.

### ***E. Security and Safety Measures***

- Implementation of safety protocols, presence of security personnel, CCTV and emergency preparedness were key factors.
- Designated isolation areas should be available for any delegate exhibiting symptoms of communicable diseases.
- Coordination with local health authorities is essential to ensure the availability of medical personnel and support services.
- Proper identification and access control must be enforced to prevent unauthorized entry.

### ***F. Hospitality and Support Services***

- The warmth and assistance provided by the school staff to the delegates played a role in the overall assessment.

### ***Criteria for Judging***

- Cleanliness and Sanitation: 30 points
- Organization and Orderliness: 25 points
- Aesthetic Appeal and Decorations: 25 points
- Amenities and Facilities: 10 points
- Security and Safety Measures: 5 points
- Hospitality and Support Services: 5 points

***Prizes***

- First Place Best Billeting School – Php15,000.00
- Second Place Best Billeting School – Php10,000.00
- Third Place Best Billeting School – Php 8,000.00

## **MOST ORGANIZED DELEGATION**

The Most Organized Delegation Awards will be given to delegations with outstanding organizational skills and efficiency during the parade and opening program.

### ***A. Punctuality***

- On-time arrival at all scheduled events.
- Submits required documents or tasks before deadlines.

### ***B. Responsiveness and Adherence to Guidelines***

- Prompt replies to announcements or communications.
- Engages constructively with organizers and other delegations.
- Follows rules and protocols without reminders.
- Demonstrates discipline and respect for the event structure.

### ***C. Cleanliness and Order***

- Maintains a clean and orderly station or assigned area.
- No missing belongings, minimal supervision required.

### ***D. Preparedness***

- Brings necessary materials (e.g., IDs, uniforms, presentation materials).
- Members are briefed and understand schedules and tasks.

### ***E. Uniformity and Presentation***

- Consistent and appropriate attire across members.
- Delegation banner, name tags, or identification clearly visible and professional.

### ***Criteria for Judging***

- Punctuality – 25 points
- Responsiveness and Adherence to Guidelines - 25 points
- Cleanliness and Order - 20 points
- Preparedness - 15 points
- Uniformity and Presentation - 15 points

### ***Prizes***

- First Place Most Organized Delegation – Php15,000.00
- Second Place Most Organized Delegation – Php10,000.00
- Third Place Most Organized Delegation – Php 8,000.00



## **MOST DISCIPLINED DELEGATION**

The Most Disciplined Delegation Awards will be given to the delegates who demonstrated exceptional discipline and conduct throughout the event.

### ***A. Formation and Uniformity***

- Delegation is in straight, organized formation.
- Uniforms are worn properly and consistently.
- Flags, banners, and placards are held neatly and appropriately.

### ***B. Discipline and Orderliness***

- Delegation enters and exits the parade route in an orderly and timely manner.
- No unnecessary noise, disruption, or misbehavior.
- Members stay in line and follow designated marching order.

### ***C. Promptness and Readiness***

- Delegation is ready at call time without delays.
- Quick to assemble and respond to marshals' instructions.
- No last-minute rushing or confusion.

### ***D. Attitude and Deportment***

- Demonstrates respect to national symbols (e.g., standing at attention during the national anthem).
- Courteous behavior towards officials, audience, and other delegations.
- Smiles, positive demeanor, and general pride in representation.

### ***E. Cleanliness and Environmental Responsibility***

- No littering during or after the parade.
- Maintains cleanliness in designated assembly and seating areas.
- Follows waste disposal protocols.

### ***Criteria for Judging***

- Formation and Uniformity – 30 points
- Discipline and Orderliness – 25 points
- Promptness and Readiness – 15 points
- Attitude and Deportment – 15 points
- Cleanliness and Environmental Responsibility – 15 points

### ***Prizes***

- First Place Most Disciplined Delegation – Php15,000.00
- Second Place Most Disciplined Delegation – Php10,000.00
- Third Place Most Disciplined Delegation – Php 8,000.00

## **MOST ECO-FRIENDLY DELEGATION**

The Most Eco-friendly Delegation Awards will be given to the teams who made significant efforts to promote environmental sustainability.

### **A. Waste Management Practices**

- Proper segregation of waste (biodegradable, non-biodegradable, recyclable)
- Use of reusable containers, bottles, utensils, and eco-bags.
- Delegation minimizes use of single-use plastics.

### **B. Cleanliness and Maintenance of Billeting Area**

- Rooms, restrooms, and surrounding areas are kept clean and organized.
- No littering or foul odors; proper disposal of food waste.

### **C. Eco-Friendly Initiatives and Advocacy**

- Conduct or participation in environmental advocacy (e.g., tree planting, clean-up campaigns, posters)
- Use of eco-themed signage, banners, or props made from recycled materials.
- Visible commitment to sustainability in delegation materials or practices.

### **D. Energy and Water Conservation**

- Mindful use of electricity and water (e.g., switching off lights/fans when not in use).
- Proper reporting and management of leaks or broken fixtures.
- Encouraging short showers and reduced water wastage.

### **E. Compliance with Environmental Policies**

- Follows host LGU/environmental committee protocols
- No record of environmental violations or complaints.
- Coordinated with school or division officials regarding eco-compliance.

### ***Criteria for Judging***

- Waste Management Practices – 30 points
- Cleanliness and Maintenance of Billeting Area – 25 points
- Eco-Friendly Initiatives and Advocacy – 20 points
- Energy and Water Conservation – 15 points
- Compliance with Environmental Policies – 10 points

### ***Prizes***

- First Place Most Eco-Friendly Delegation – Php15,000.00
- Second Place Most Eco-Friendly Delegation – Php10,000.00
- Third Place Most Eco-Friendly Delegation – Php 8,000.00

## **DIGITAL ENGAGEMENT AWARD**

The Digital Engagement Awards will be given to delegations that effectively utilized digital platforms to engage with their supporters and the public.

### **A. Quality of Content (30%)**

- Posts are creative, relevant, and engaging (photos, videos, captions, infographics).
- Content reflects the spirit of the Palarong Pambansa (sportsmanship, unity, culture).
- High production value (clear visuals, proper editing, good storytelling).

### **B. Consistency and Activity (25%)**

- Regular and timely posting throughout the event (before, during, after).
- Consistent use of official hashtags and branding of the 64<sup>th</sup> Palarong Pambansa.
- Coverage includes different aspects: competitions, team bonding, ceremonies, and behind-the-scenes.

### **C. Audience Engagement (20%)**

- High levels of interaction: likes, shares, comments, reactions.
- Responds or interacts positively with followers and other delegations.

### **D. Inclusivity and Representation (15%)**

- Features athletes from different sports and backgrounds.
- Highlights coaches, trainers, volunteers, and supporters—not just star athletes.
- Promotes values of equality, teamwork, and respect.

### **E. Responsible and Positive Online Behavior (10%)**

- Posts and comments are respectful, non-offensive, and inclusive.
- No digital misconduct (e.g., bullying, false claims, spam).
- Encourages digital citizenship and regional pride.

### ***Criteria for Judging***

- Quality of Content – 30 points
- Consistency and Activity – 25 points
- Audience Engagement – 20 points
- Inclusivity and Representation – 15 points
- Responsible and Positive Online Behavior – 10 points

### ***Prizes***

- First Place Digital Engagement Award – Php15,000.00
- Second Place Digital Engagement Award – Php10,000.00
- Third Place Digital Engagement Award – Php 8,000.00

## **NASALINDEG NGA UMMONG AWARD**

The Nasalindog a Delegation Award is a special award which will be given to the delegations emphasizing strength in the face of adversity; highlighting inner strength and emotional resilience and focusing on loyalty, determination.

### **A. Positive Attitude and Determination (30%)**

- Showed consistent drive and passion, even when losing or under pressure.
- Encouraged teammates, maintained optimism, and displayed leadership.

### **B. Commitment to Fair Play and Sportsmanship (25%)**

- Continued to uphold the spirit of the games despite setbacks.
- Respected rules, opponents, and officials under stress.

### **C. Unity and Cooperation (25%)**

- Referred to the delegation's ability to work harmoniously as one team, showing mutual respect, shared responsibility, and collective effort in all aspects of the event.
- Reflected how well athletes, coaches, and officials collaborate, support one another, and maintain a unified presence throughout the competition or activity.

### **D. Enduring Engagement and Presence (20%)**

- Participated in the entire event from start to finish.
- Maintained effort and involvement throughout, without withdrawal or disengagement.

### **Criteria for Judging**

- Positive Attitude and Determination – 30 points
- Commitment to Fair Play and Sportsmanship – 25 points
- Unity and Cooperation -25 points
- Enduring Engagement and Presence - 20 points

### **Prizes**

- First Place Nasalindog nga Ummong Award – Php15,000.00
- Second Place Nasalindog nga Ummong Award – Php10,000.00
- Third Place Nasalindog nga Ummong Award – Php 8,000.00

### **MOST BEMEDALLED ATHLETE/S**

- The Most Bemedaled Athlete Awards will be given to the exceptional athlete/s who garnered the most medals.
- Cash Prize: Php 5,000.00

### **MOST INSPIRING STORY**

- The Most Inspiring Story Awards were given to athletes who not only won medals but also demonstrated true sportsmanship with heartwarming stories.
- Cash Prize: Php 5,000.00



## **THREE SPECIAL AWARDS SPONSORED BY SCHOOLS DIVISION OF ILOCOS NORTE**

### **A. BEST UNIFORM AWARD**

- To recognize and reward the delegation with the most outstanding, creative, and well-presented uniform that reflects unity, identity, and the spirit of the 2025 Palarong Pambansa.

#### ***Judging Guidelines:***

- Each delegation must be in full uniform during the opening ceremony.
- Delegation uniforms must reflect regional pride, cultural identity, or the theme of the event.
- Uniforms must be decent, culturally appropriate, and respectful of cultural sensitivities.
- All members of the delegation must wear the same uniform for scoring uniformity.
- The entire delegation (athletes, coaches, and officials) must wear coordinated attire.
- Judges will evaluate during the Opening Parade.

#### ***Criteria for Judging:***

Visual Impact and Appeal	30%
Creativity and Originality	20%
Confidence and Bearing	20%
Relevance to Theme/Identity	15%
Neatness and Uniformity	15%
Total	100%

## **B. BEST MONIKER AWARD**

To recognize the delegation that has created the most creative, meaningful, and impactful moniker (nickname/slogan) that reflects their identity, values, and spirit as a team.

### ***Judging Guidelines:***

- Monikers must be positive, respectful, and free from offensive or discriminatory language.
- All officially submitted monikers will be produced by the Schools Division of Ilocos Norte in standard format for uniformity and shall be presented during the opening parade.
- Judges will evaluate during the Opening Parade.

### ***Criteria for Judging:***

Creativity and Originality	30%
Relevance to Regional Identity/Theme	25%
Catchiness and Recall Value	25%
Positive Messaging and Meaning	20%
Total	100%

## **C. MOST ORGANIZED DELEGATE DURING THE PARADE**

To recognize the delegation that demonstrates the highest level of discipline, coordination, and orderliness during the Opening Parade of the 2025 Palarong Pambansa.

### ***Judging Guidelines:***

- Delegations must strictly follow the assigned formation, sequence, and timing during assembly and parade.
- leyty
- Delegation leaders (e.g., coaches or marshals) must ensure smooth flow and clear instructions to participants.
- Delegations must exhibit respectful behavior, cooperation, and sportsmanlike conduct at all times.

### ***Criteria for Judging:***

Uniformity and Order in Formation	30%
Discipline and Decorum	25%
Timeliness and Readiness	20%
Coordination and Flow of Movement	15%
Overall Visual Presentation	10%
Total	100%

## **GUIDELINES DURING THE PARADE**

### ***Event Overview***

- Parade Participants: **250 participants**
- Bleacher Participants: **350** (assigned to designated area at Ferdinand Edralin Marcos Memorial Stadium)
- Parade Start Time: 6:30 PM

***Assembly Details:*** Time: 4:00 PM to 6:00 PM

***Parade Assembly Area and Debussing:*** (Enclosure No.1)

***Parade Sequence:*** All parade participants must be ready and in position before the start time.

***Music:*** One unified music track will be used throughout the parade.

### ***Saludo Segment:***

- Movement during this portion must be progressive and synchronized.
- All units must maintain fluid motion while performing the salute (no halts or pauses).

### ***Bleacher Arrangement and Seating Plan:***

- ***Location:*** Ferdinand Edralin Marcos Memorial Stadium
- Participants will be seated in designated areas marked clearly with signs or floor markers.
- Marshals will be assigned to assist in seating and maintain order.
- Seating plan: (Enclosure No.2)

### ***General Reminders:***

- Be punctual to ensure smooth coordination.
- Maintain discipline and order during assembly, parade, and seating.
- Follow the instructions of the marshals and organizers at all times.
- Hydration and basic first aid will be available on site.
- All participants must wear their designated uniforms.
- No bags will be used during the parade.

### ***Prohibited items in the event venue:***

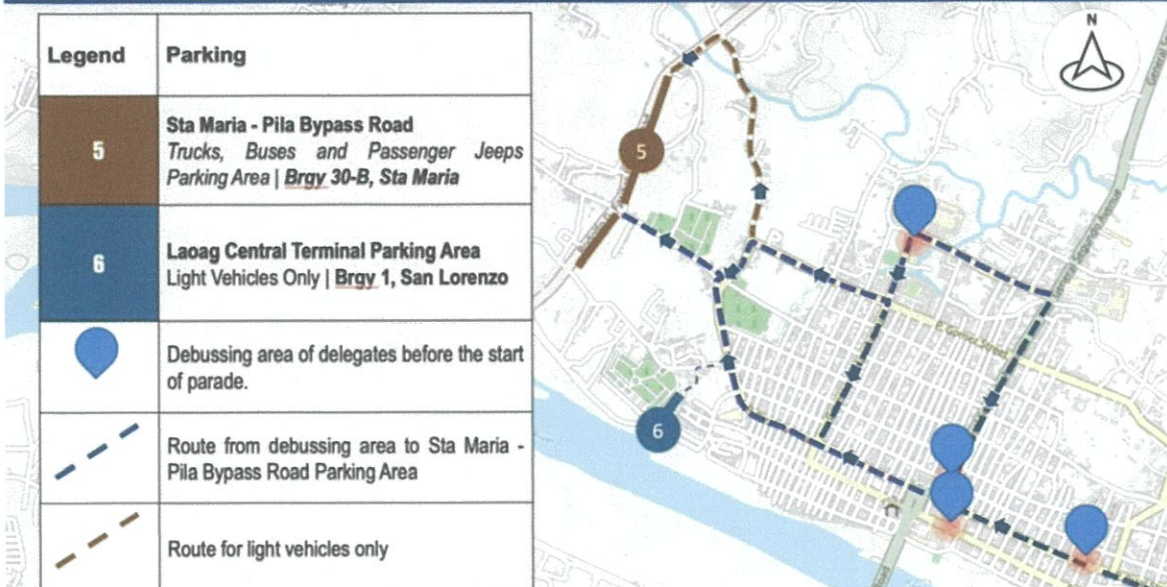
- All dangerous items such as firearms, magazines, ammunition, bladed weapons or any sharp/pointed objects, pocket/utility knives, flammable or toxic materials, alcoholic drinks, lighters, laser pointing devices/pen, large bags, balloons, confetti, portable electric hand fans, insulated tumblers [aquafask, and the like], etc)

## Enclosure No.1

### Opening Parade | Debussing Area of Delegates (Before the start of the parade)

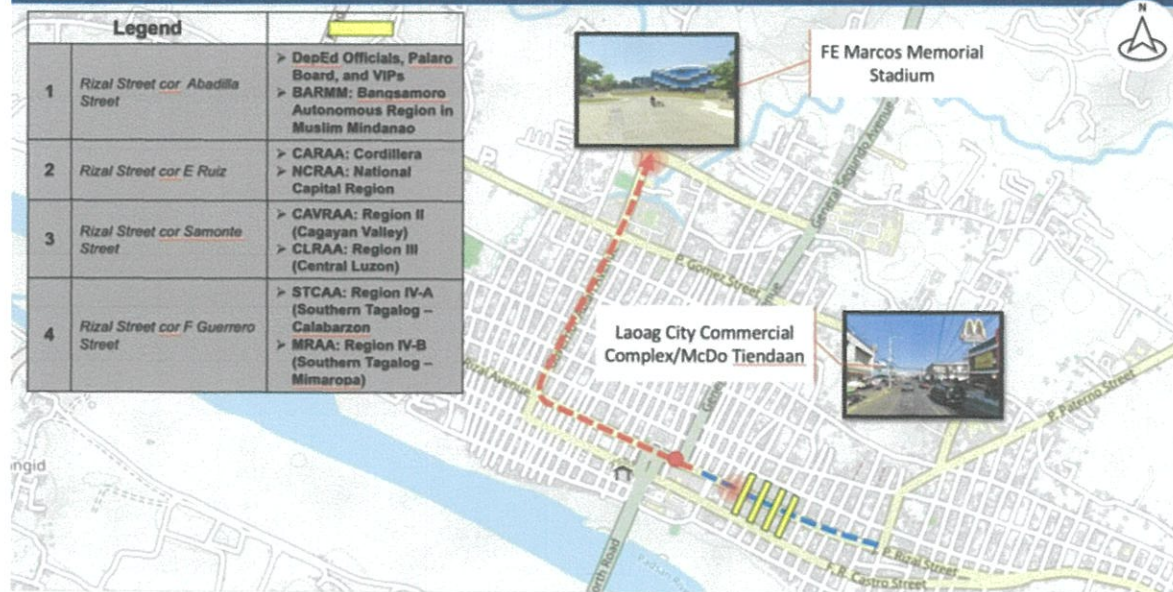


### Route Going to Sta Maria – Pila Bypass Road Parking Area





## Assembly Area of Delegates



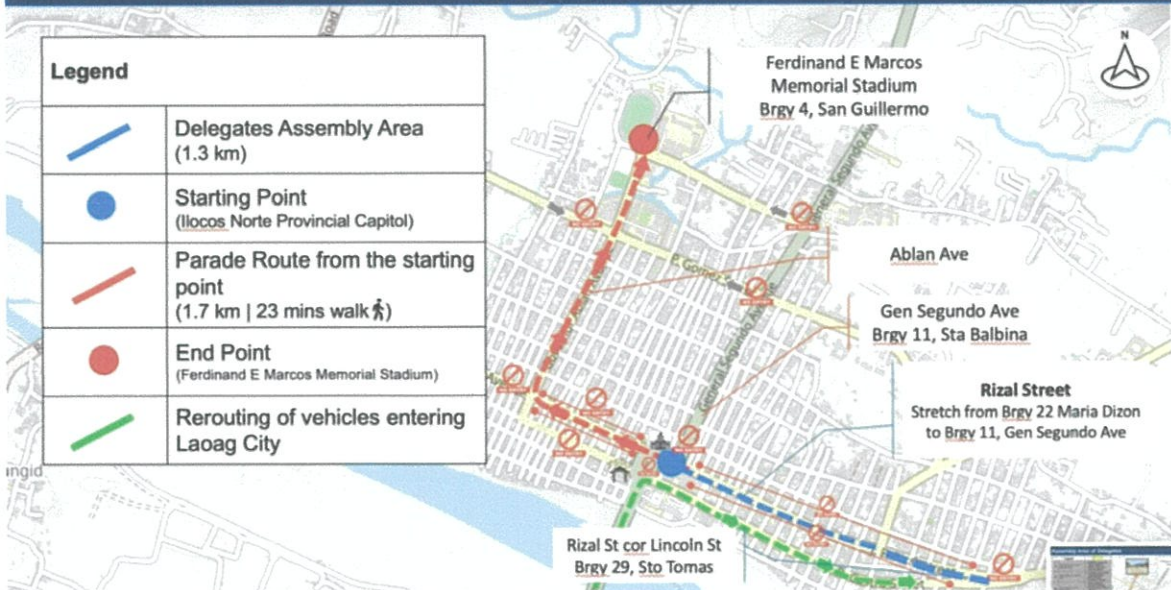
## Assembly Area of Delegates



## Assembly Area of Delegates



## Route of the Opening Parade





**FEM STADIUM PLAN**

GOV. A. AGBAYAN EXIT.

EXISTING POOL

APOLINARIO CASTRO ST.

STADIUM HILL

STADIUM HILL

STADIUM HILL

GOV. ROGUE B.

MARINO MARCOS STATE UNIVERSITY

APOLINARIO CASTRO ST.

**LEGEND:**

- VIP BOX
- VIP 758 SEATS
- 19 COMPETING CONTINGENTS FIELD (250 each REGION)
- 19 REGIONS COMPETING CONTINGENTS BLEACHERS (330 per REGION)
- 3000 SPEECH CHOIR DEP I.N. L3 - L10, U4 - U14
- DEP ED LAOAG AND BATAC 700 SEATS (350 each city)
- GENERAL ADMISSION 1500 CAPACITY (500 SEATS & 1000 STANDING)
- ATHLETES INGRESS ROUTE
- VIP INGRESS ROUTE
- DELEGATES INGRESS ROUTE
- SPEECH CHOIR INGRESS ROUTE
- GEN AD INGRESS ROUTE

**PALARO 2025**

**ILOCOS NORTE**

**NAGKAKAISANG KAPULUAN**

**PALARONG PAMBANSA ILOCOS NORTE 2025**

**ZONING**

**ILOCOS  
NORTE**  
NAGKAKAISANG KAPULUAN

**PALARONG PAMBANSA ILOCOS NORTE 2025**  
ZONING