



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



June 25, 2025

REGIONAL MEMORANDUM

No. 553, s. 2025

To: Schools Division Superintendents
RO Chiefs, Unit & Section Heads
Region & Division Sports Officers
All Others Concerned

3-DAY PALARO TECHNICAL CONFERENCE 2025

1. The DepEd NCR through the Education Support Services Division will hold the aforementioned activity on **July 16-18, 2025**, at Tagaytay Country Hotel, Olivarez Plaza, E. Aguinaldo Hi-way, Tagaytay. The activity aims to assess the overall performance of the NCR in the Palarong Pambansa to identify the strengths and areas needing improvement.
2. Attached are the Indicative Program of Activities and List of Participants, for reference. Failure to attend the said activity shall pay the expenses for board and lodging equivalent for three (3) days in the amount of Six Thousand Pesos (P6,000.00). First meal is Dinner of Day 0 (July 15, 2025) while the last meal is lunch of Day 3 (July 18, 2025).
3. Accommodation expenses will be borne by the Regional Office while the travel and incidental expenses related to the technical conference will be charged to local funds subject to the usual accounting and auditing rules and regulations.
4. For compliance and immediate dissemination.

JOCELYN DR ANDAYA

Regional Director, NCR

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

Encl.:
As stated

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Education Support Service Division (ESSD)

PROGRAMME OF ACTIVITIES

3-DAY PALARO TECHNICAL CONFERENCE 2025

JULY 16-18, 2025 | TAGAYTAY COUNTRY HOTEL

DATE	TIME	ACTIVITY	RESPONSIBLE OFFICE/PERSON
DAY 0 July 15	4:00 PM onwards	Arrival and Registration of Participants	Regional Office Officials/Secretariat
		Meeting with Facilitators and Division Sports Officers	
	6:00 PM onwards	DINNER	
DAY 1 July 16	7:00 AM	BREAKFAST	
	8:00 AM	OPENING PROGRAM	Regional Office Officials/Secretariat
		Preliminaries	Regional Office Officials/Secretariat
		Message	
		Overview of Event Objectives and Schedule	Regional Office Officials/Secretariat
	9:30 AM	PLENARY SESSION: <ul style="list-style-type: none"> - Post Palarong Pambansa Evaluation - Palaro Results Baseline Assessment 	Joan R. Pedroche <i>Project Development Officer IV Regional Sports Officer</i>
	10:15 AM (15 minutes)	BREAK <ul style="list-style-type: none"> - Continuation of discussion 	Sherwin R. Alab-Ab Ana Maria Razelyn B. Vilar <i>Teacher I, T. Sora National High School</i>
	12:00 PM	LUNCH BREAK	
1:00 PM	<ul style="list-style-type: none"> - Strategic Enhancements in Sports: A SWOT Analysis of the National Capital Region's 	Dr. Lilia A. Ricero Education Program Supervisor, Concurrent	

	3:15 PM (15 minutes)	Performance and Future Directions BREAK - Continuation of discussion	Officer-In-Charge, Office of the Assistant Schools Division Superintendent, SDO Muntinlupa City
	5:00 PM	Quality Assurance, Monitoring, and Evaluation (GAME)	Regional Office Officials/Secretariat
	5:30 PM onwards	END OF DAY 1 ACTIVITIES (DINNER)	



DAY 2 July 17	7:00 AM	BREAKFAST	
	8:00 AM	Management of Learning	Regional Office Officials/Secretariat
	8:30 AM	PLENARY SESSION: - Palarong Pambansa Structure	Joan R. Pedroche <i>Project Development Officer IV Regional Sports Officer</i>
	10:15 AM (15minutes)	BREAK - Conduct of Regional Palaro WORKSHOP: - TOR of Hosting - Playing venues - Standard sports equipment - TOR of SDO for winning team	Arnel M. Peralta <i>Education Program Supervisor ESSD</i>
	12:00 PM	LUNCH BREAK	
	1:00 PM	WORKSHOP: - Conduct of National Palaro TOR of Hosting	Arnel M. Peralta <i>Education Program Supervisor ESSD</i>
	3:15 PM (15 minutes)	BREAK - Policies of Selection of Athletes	Lynnette O. Cipriano <i>Education Program Supervisor, RSAC Chairman SDO Malabon City</i>
	5:00 PM	Quality Assurance, Monitoring, and Evaluation (GAME)	Regional Office Officials/Secretariat
	5:30 PM onwards	END OF DAY 2 ACTIVITIES (DINNER)	

DAY 3 July 18	7:00 AM	BREAKFAST	
	8:00 AM	Management of Learning	Regional Office Officials/Secretariat
	8:30 AM onwards	PLENARY SESSION: <ul style="list-style-type: none"> - Review of Technical Guidelines for NCR Palaro 2026 - Critiquing of Outputs Closing Program Quality Assurance, Monitoring, and Evaluation (QAME) END OF DAY 3 ACTIVITIES (LUNCH BREAK)	Perlito G. Manalad <i>Project Development Officer II</i> Regional Sports Coordinator Arnel M. Peralta <i>Education Program Supervisor</i> ESSD Regional Office Officials/Secretariat
	12:00 PM	CHECK OUT	



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3-DAY PALARO TECHNICAL CONFERENCE 2025
July 16-18, 2025
Tagaytay Country Hotel

LIST OF ATTENDEES

DIVISION	NAME	POSITION
1.RO-ESSD	Roger R. Morillos	Chief, FTAD, OIC Chief ESSD
2.RO-ESSD	Joan R. Pedroche	PDO IV
3. RO-ESSD	Arnel M. Peralta	EPS
4. RO-ESSD	Perlito G. Manalad	PDO II
5. RO-ESSD	Merlino M. Mateo, DMD	Dentist III
6. RO-ESSD	Kanna Katrina Magdangan, LPT	TA I
7. RO-ESSD	Regine Zapanta	Admin Support
8. RO-ASD	Wilson Mañas	Admin staff
9. Caloocan City	Ariel P. Villar	Division Sports Officer
10. Caloocan City	Paulus Andrew T. Manalo	Division Sports Coordinator
11. Las Piñas City	Fatima T. Yusingbo	Division Sports Officer
12. Las Piñas City	Oiram Robert D. Rafael	Division Sports Coordinator
13. Makati City	Lawrence Jay S. Sedilla	Division Sports Officer
14. Malabon City	Lynnette O. Cipriano	Division Sports Officer
15. Malabon City	Jeffrey S. Carlos	Division Sports Coordinator
16. Malabon City	Allan Kim B. Martillo	TA I
17. Manila	Edmund G. Villareal	Division Sports Officer
18. Manila	Robert Pelijates	
19. Mandaluyong City	Leopoldo G. Miranda	Division Sports Officer
20. Mandaluyong City	Michael T. Tebelin	TA I
21. Marikina City	Elizalde Q. Cena	Division Sports Officer
22. Marikina City	Prime N. Quintana III	Division Sports Coordinator
23. Marikina City	CJ Drean P. Reyes	TA I
24. Muntinlupa City	Edison C. Enerlas	Division Sports Officer
25. Muntinlupa City	Garibald M. Maristela	TA I
26. Navotas City	Gil Buenavista	Division Sports Officer
27. Navotas City	Jan Lemer M. Lindayag	Division Sports Coordinator
28. Navotas City	Glyza Marie R. Buscay	TA I
29. Pasig City	Marivic D. Lising	Division Sports Officer
30. Pasay City	Pedro D. Gloriani	Division Sports Officer
31. Pasay City	Sylwyn S. Tenorio	Division Sports Coordinator
32. Parañaque City	Fe A. Menciano	Division Sports Officer
33. Quezon City	Leonardo P. Dagum Jr.	Division Sports Officer
34. San Juan City	Michael James D. Darilag	Division Sports Officer



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35. Taguig Pateros	Shoji G. Gerona	Division Sports Officer
36. Taguig Pateros	Rodel C. Magsino	Athletic Manager (Athletics)
37. Valenzuela City	Salvador A. Gaban Jr.	Division Sports Officer
38. Valenzuela City	Larry R. Picolera	TA I
39. Quezon City	Sherwin R. Alab-Ab	Teacher I, T. Sora National High School
40. Quezon City	Ana Maria Razelyn B. Vilar	Teacher I, T. Sora National High School
41. Muntinlupa City	Lilia A. Ricero	EPS, OIC-ASDS