SDOBAY-26-013986

Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF BAYBAY CITY
Office of the Schools Division Superintendent

November 18, 2026

DIVISION MEMORANDUM
No. 984, s. 2026

3 – DAY TRAINING OF TRAINERS ON SPORTS TALENT IDENTIFICATION AND SPORTS SCIENCE FORUM

TO: All School Heads
Tournament Directors
Officiating Officials
Trainers and Coaches
All Others Concerned
This Division

1. Relative to the letter from the Office of the City Mayor, Baybay City, dated November 17, 2026, this Office informs the field of the conduct of the **3-Day Training of Trainers on Sports Talent Identification of Baybay City** on **November 19-21, 2026** at the **4th Floor, Assembly Room, Baybay City Hall, Baybay City, Leyte**.

2. The activity aims to align school and community sports programs with the City's Sports Development Framework, establish standardized and safe athlete testing procedures, and enhance technical knowledge through a Sports Science Forum.

3. Below is the schedule of activities and target participants:

Date	Activity	Venue	Participants
November 19, 2026 (1:30 pm – 5:00 pm)	Application of Sports Talent Identification and the City's Sports Development Framework	4th Floor Assembly Room, Baybay City Hall	Selected Barangay Captains, Trainers, and Coaches
November 20, 2026 (9:00 am – 12:00 nn)	Establishing Standardized and Safe Testing Procedures	4th Floor Assembly Room, Baybay City Hall	Selected Barangay Captains, Trainers, and Coaches
November 20, 2026 (1:00 pm – 5:00 pm)	Establishing Standardized and Safe Testing Procedures	Baybay I Central School (Attention Baybay I School Head Mrs. Lerma Oquias)	Selected Barangay Captains, Trainers, and Coaches and 50 Learners / Athletes

Address: Diversion Road, Barangay. Gaas, Baybay City, Leyte
Telephone #: (53) 563-7615
Email Address: baybay.city @deped.gov.ph

November 21, 2026 (9:00 am – 2:30 pm)	Sports Science Forum	4th Floor Assembly Room, Baybay City Hall	Trainers and Coaches

4. In this regard, the School Head of Baybay I Central School is respectfully requested to facilitate the participation of fifty (50) pupils during the afternoon session of Day 2, November 20, 2026, from 1:00 pm to 5:00 pm. Preferably, the students to be selected should not be currently involved in any school sports, to provide an opportunity for identifying potential athletic talents.

5. The official list of the **Participants** is attached as **Enclosure No. 1** to this Memorandum. This memorandum serves also as travel order of the participants.

6. Concerned School Heads are advised to ensure that the designated School Sports Coordinators, trainers, coaches, and identified learner-athletes are duly informed and authorized to attend on official time, subject to existing DepEd policies on **time-on-task** and securing signed parental consent for all participating learners. Furthermore, participating teachers, trainers, and coaches with regular teaching loads shall ensure that **emergency lesson plans / alternative learning activities** and class substitution arrangements are properly prepared and endorsed to their respective School Heads prior to the activity so that no classes will be left unattended or disrupted.

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

MANUEL P. ALBAÑO PhD, CESO V
Schools Division Superintendent
S.O. #1812 s.2026 11/18/2026

BAYBAY CITY DIVISION
RELEASED
DATE: NOV 18 2026
BY: SPORTS
BAYBAY CITY, LEYTE

Enclosures: Enclosure 1: List of Participants
Reference: None
To be indicated in the Perpetual Index under the following subjects:

IDENTIFICATION *SCIENCE*

Enclosure 1 to Division Memorandum 984 *, s. 2026*

LIST OF PARTICIPANTS:

Name of Participants
1. Dino T. Bulawan
2. Jasher Anthony S. Rosello
3. Maria Victoria R. Valenzona
4. Janelee Lao
5. Marynil C. Consuegra
6. Grace Christine L. Fernandez
7. Maria Charito T. Roa
8. Jethro Anthony S. Rosello
9. Mark Kenneth C. Gallego
10. Theresa Pamela P. Montejo
11. Faith Rodsan E. Galenzoga
12. Marluth G. Mepieza
13. Carolina B. Tabora
14. Patricia P. Santiago
15. Juvanes M. Pitoc
16. Noel G. Sta. Iglesia
17. Warren B. Miraflor
18. Denniss B. Castillano
19. Jimmy G. Bañoc
20. George Sony S. Damicog
21. Dionisio V. Nombrado
22. Anna Liza B. Farol
23. Helena R. Nable
24. Carlyn D. Flores
25. Susan Policarpio
26. Marites P. Cala

27. Gerry L. Torillo
28. Paul Belarmino
29. Rizalene Montuya
30. Rochelle Valenzona
31. Delio Amante Jr.
32. Raymund Sacro
33. Frank Ray Ompoy
34. Joshua M. Decena
35. Arlyn S. Guirnaldo
36. Nolan Lloyd T. Zurita
37. Noli Co
38. Delia Ventula
39. Carlyn D. Flores
40. Dosito Moreno
41. Marites P. Cala
42. Lourie Mae O. Bongcales
43. Bob Hope P. Bacalso
44. Mary Cris L. Kangleon
45. Alvin P. Lesidan
46. Merry Joy P. Amahan
47. Fibei Fatima A. Almonia
48. Glenda B. Magan
49. Reyshil Mi G. Balagbis
50. Lucila Marie L. Matalines

Jose Carlos L. Cari
City Mayor

Republic of the Philippines
Province of Leyte
CITY OF BAYBAY
OFFICE OF THE CITY MAYOR
Diversion Road, Brgy. Gaas, Baybay City, Leyte
Email Address: baybaycity0616@gmail.com
Website: www.baybaycity.gov.ph/

BAGONG PILIPINAS

November 17, 2026

DR. MANUEL P ALBAÑO, CESO V
Schools Division Superintendent
Baybay City Division
Baybay City, Leyte

Dear Dr. Albaño:

Greetings!

The City Government of Baybay respectfully informs your good office of the proposed conduct of a 3-Day Training of Trainers on Sports Talent Identification of Baybay City scheduled on November 19-20, 2026 at the 4th Floor, Assembly Room, Baybay City Hall, Baybay City, Leyte, as follows:

DATE	TIME	ACTIVITY	EXPECTED PARTICIPANTS
Nov. 19	1:30PM - 5:00PM	Application of Sports Talent Identification and the City's Sports Development Framework	Selected Barangay Captains, Trainers, and Coaches
Nov. 20	9:00AM - 5:00PM	Establishing Standardized and Safe Testing Procedures	Selected Barangay Captains, Trainers, Coaches and 50 Learners/Athletes
Nov. 21	9:00AM - 2:30NN	Sports Science Forum	Trainers and Coaches

In this regard, we respectfully request your assistance in informing and mandating the participation of the concerned trainers, coaches, sports coordinators, and key personnel in the said forum.

For your information and reference attached herewith is the proposed schedule of activities for the forum.

Thank you very much for your continued support and cooperation.

Very truly yours,

For the City Mayor:

ATTY. FLORANTE A. CAYUNDA JR.
City Administrator