



Republic of the Philippines  
**Department of Education**  
 REGION VII - CENTRAL VISAYAS  
 DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools  
 Division Superintendent**

November 11, 2025

DIVISION MEMORANDUM

No. 821 s. 2025

**TIMELINE OF ACTIVITIES FOR THE CITY MEET**

To: Assistant Schools Division Superintendent  
 Chief CID and SGOD  
 Public Elementary and Secondary School Principals  
 Public Elementary and Secondary School MAPEH Coordinators  
 All Others Concerned

1. In compliance with the requirements for the 2026 Central Visayas Regional Athletic Association (CVIRAA) Meet as well as the Palarong Pambansa for SY 2025-2026, this Office hereby announces the Timeline of Activities for the Tagbilaran City Meet on December 10-12, 2025 at the different playing venues in the City of Tagbilaran to wit:

Date	Time	Activity/ies	Responsible Person/s	Venue
Nov. 13-19, 2025	8:00-5:00 PM	Medical-Dental Examination	Division Medical Team	Respective Public Elem & Sec Schools
Nov. 20, 2025	1:00-5:00 PM	Orientation of Athletes & Coaches Credentials	DSAC & Coaches	TCCES Library
Nov. 26-28, 2025	8:00-5:00 PM	Submission of Athletes & Coaches Credentials	DSAC C/O Mrs. Concepcion Gallentes	TCCES Principals Office
Nov. 29, 2025	8:00-5:00 PM	Solidarity Meeting	Tournament Managers, Technical Officials & Coaches	TCCES Covered Court/Designated Playing Venues
Dec. 1-5, 2025	8:00-5:00 PM	Checking of Credentials	DSAC	TCCES Library
Dec. 9, 2025	8:00-12:00	Releasing of Sports Equipment	Division Supply Office/TMs	Division Office
	1:00-5:00 PM	Releasing of Clearances	DSAC/TMs	TCCES Library



H. Zamora St., Dampas, Tagbilaran City, Bohol  
 (038)427-1702; (038)427-2506  
 tagbilarancity.division@deped.gov.ph



Republic of the Philippines  
**Department of Education**  
 REGION VII - CENTRAL VISAYAS  
 DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

2. Stipulated hereunder are the schedule of the Medical-Dental Examination of Athletes, and Coaches for the Tagbilaran City Meet.

Date	Time	Assigned Schools
November 13, 2025	8:00-12:00 1:00-5:00	Bool ES & Mansasa ES City East ES & TCSHS
November 14, 2025	8:00-12:00 1:00-5:00	Eastern Cogon ES & Cogon NHS Booy ES
November 17, 2025	8:00-12:00 1:00-5:00	Taloto ES/Ubujan ES & Manga ES Dao ES/TCCES & TCCES SPED
November 18, 2025	8:00-12:00 1:00-5:00	Tiptip/San Isidro HS & San Isidro ES Cabawan ES/CTNHS & DCPNHS-SHS
November 19, 2025	8:00-5:00	DCPNHS-JHS

3. The following are the required complete credentials of Athletes and Coaches to be submitted for checking on November 26-28, 2025 only at the TCCES Principals Office to wit:

Athletes Credentials	Coaches Credentials Public	Coaches Credentials Private
PSA Original SF 10 with Second Rating Grades Medical Certificate Medical History Dental for Elementary Parents Consent	Appointment Medical Certificate Medical History	Contract of Service Medical Certificate Medical History

4. Immediate dissemination and compliance with this Memorandum are directed.

**WILFREDA D. BONGALOS PhD, CESO V**  
 Schools Division Superintendent



H. Zamora St., Dampas, Tagbilaran City, Bohol  
 (038)427-1702; (038)427-2506  
 tagbilarancity.division@deped.gov.ph