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

Office of the Schools Division Superintendent

November 20, 2026

DIVISION MEMORANDUM
No. 991 , s. 2026

EXTENSION OF THE CONDUCT OF SCREENING AND VERIFICATION OF ATHLETES' AND COACHES' CREDENTIALS FOR THE 2026 TAGBILARAN CITY MEET

TO: ALL DIVISION SCREENING AND ACCREDITATION COMMITTEE MEMBERS

1. In preparation for the upcoming **2026 Tagbilaran City Meet**, all members of the Division Screening and Accreditation Committee are hereby directed to participate in the conduct of the extended schedule of the screening and verification of the credentials and pertinent documents of athletes and coaches on **November 23–27, 2026**, at the **School Library, Dr. Cecilio Putong National High School – Junior High School Campus**.
2. This activity aims to ensure that all athletes and coaches meet the prescribed eligibility requirements and comply with the rules and regulations governing participation in the 2026 Tagbilaran City Meet. Specifically, it seeks to:

   a. Examine and validate the submitted credentials and supporting documents of athletes and coaches;

   b. Determine the eligibility and qualifications of athletes based on the established requirements for participation in the competition;

   c. Verify the authenticity, completeness, and accuracy of the submitted documents; and

   d. Identify and finalize the list of qualified athletes and coaches who will represent their respective schools in the upcoming athletic competition.

3. In this regard, all committee members are expected to report to the designated venue and perform their respective duties and responsibilities with utmost diligence, fairness, and professionalism. They are likewise reminded to ensure that the screening and accreditation process is conducted systematically, objectively, and in accordance with the applicable DepEd policies and guidelines.
4. All concerned are requested to bring the necessary materials and references needed for the efficient conduct of the activity. School representatives and coaches are also expected to ensure that all required documents are properly organized and readily available for verification.

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5. The active participation and cooperation of everyone concerned are hereby enjoined to ensure the smooth and successful implementation of this activity.
6. Immediate and wide dissemination of this Memorandum is earnestly desired.

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Schools Division Superintendent