



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

August 12, 2026

DIVISION MEMORANDUM

No. 333, s. 2026

**2026 DIVISION LIVE-OUT SPORTS CLINIC (Accreditation Level 1: A Refresher)
FOR COACHES AND ASSISTANT COACHES cum INSTITUTIONALIZATION OF
SCHOOL SPORTS CLUB**

To: Assistant Schools Division Superintendents

Division Chiefs (CID and SGOD)

Education Program Supervisors

District/School Heads & District/Sports Coordinators

Public and Private Elementary and Secondary School Heads

School Sports Club (SSC) Facilitators

Sports Tournament Directors/Officials

Coaches, Asst. Coaches

All Others Concerned

1. In relation to the conduct of various sports activities and competitions at the school, district/municipal, unit, provincial, regional, and national levels, this Office will hold the 2026 Division Live-Out Sports Clinic (Accreditation Level I Refresher) for Coaches and Assistant Coaches — together with the Institutionalization of School Sports Club — on August 21–23, 2026 (Friday to Sunday), covering Combative and Non-Combative Sports. An additional two (2) days will follow on August 29–30, 2026, exclusively for Combative Sports, to be held at Bobon Central School, Bobon, Northern Samar.
2. This activity aims to:
 - a. clarify the roles and responsibilities of coaches and assistant coaches during sports activities and school sports club operations;
 - b. enhance and refresh the skills and competencies of coaches, assistant coaches, and sports event monitors in various sports disciplines; and,
 - c. select qualified coaches and assistant coaches who will serve during the upcoming series of sports competitions.
3. The participants in this activity shall be composed of:
 - a. Division Sports Officer (DSO)
 - b. Sports Technical Assistant I (TA I)
 - c. Officers of the Northern Samar Provincial Schools Athletic Association (NSPSAA)
 - e. Members of the NSPSAA Technical Working Group
 - f. Identified facilitators, tournament directors, and officiating officials
 - g. Members of the Division Core and District Screening and Accreditation Committee (DSAC)
 - h. Selected division and school nurses
 - i. Qualified coaches and assistant coaches from public and private schools



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

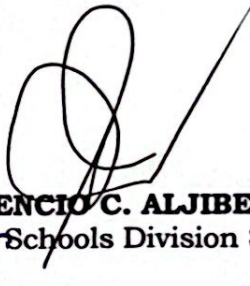
participating in the 2026 Northern Samar Provincial Athletic Meet and School Sports Club program

4. Participants must meet the following requirements:
 - Must be physically fit, enthusiastic, and capable of performing practical demonstrations;
 - Attendees of the 2023 Sports Clinic held at Catarman I Central School must bring their 2023 Sports Clinic Certificate as proof that their accreditation has expired.
 - Must not have attended either of the Sports Clinics held in 2024 and 2025 — specifically, the clinic conducted on October 25–27, 2024 in Pambujan, Northern Samar, and the one held on August 29–31, 2025 in Palapag, Northern Samar.
 - Cross-participation in multiple events, specifically in coaching assignments, is prohibited. As of 2023, each participant shall be assigned to and focus on a single event exclusively.
 - Only participants from schools with duly registered School Sports Clubs, as recognized by the Central Office, are eligible to attend the training. Schools that have not yet completed the registration of their School Sports Club with the Central Office shall not be allowed to send participants to the said activity.
5. To register, participants must access the registration link to be provided at the venue on **Day 1 (August 21, 2026), from 7:00 a.m. to 8:30 a.m. only**. Participants who fail to complete the online registration within the allotted period shall not be officially counted as participants.
6. Participants shall report to the venue not later than 8:00 a.m. on August 21, 2026 (Friday). They are required to bring the following:
 - a. Three (3) blank DTR forms for service credit / Compensatory Time Off (CTO)
 - b. First-aid kit
 - c. Medical certificate from a government physician
 - d. Sports apparatus and equipment for their respective events
 - e. Personal water tumbler and sports gear
 - f. Extra T-shirts, shorts, or jogging pants for practicum sessions
7. Participants are likewise advised to wear appropriate sports attire and secure an approved Travel Order signed by their School Head.
8. No registration fee shall be collected from the participants. Participants are hereby advised to provide their own meals and snacks throughout the activity. All expenses for accommodation, meals, transportation, and other incidental costs incurred in connection with this undertaking shall be charged against local funds and/or School, District, or Division MOOE, in accordance with the prevailing government accounting and auditing rules and regulations.



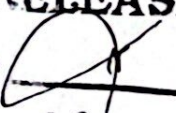
Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

9. Service Credits (SC) and Compensatory Time-Off (CTO) shall be granted to identified participants for services rendered during activity days that fall on Saturdays, Sundays, or holidays, subject to existing rules and regulations. For private school participants, the granting of equivalent benefits shall be subject to the school's internal policies. Requests for SC and CTO shall be processed through the District/School Administrative Officer II (AO II).
10. Attached to this Memorandum are the Training Matrix and the List of Technical Working Group members and Facilitators.
10. This Memorandum shall serve as the participants' **Travel Order/Authority to Travel**.
12. Immediate dissemination of and strict compliance with this Memorandum are hereby directed.


GAUDENCIO C. ALJIBE JR., PhD, CESO V
Schools Division Superintendent

DepEd Northern Samar

RELEASED

By: 
Date: 19 AUG 2026