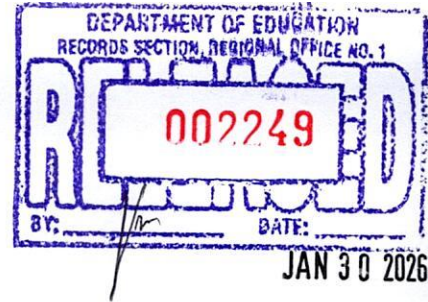




Republic of the Philippines
Department of Education
 REGION I



REGIONAL MEMORANDUM

No. 130, s. 2026

ADMINISTRATIVE NOTES TO REGIONAL MEMORANDUM NO. 101, S. 2026

(Screening and Accreditation of Athletes, Coaches, and Chaperones for the Conduct of the Region I Athletic Association [R1AA] Meet 2026)

To: Schools Division Superintendents

1. This pertains to Regional Memorandum No. 101, s. 2026, entitled “Screening and Accreditation of Athletes, Coaches, and Chaperones for the Conduct of the Region I Athletic Association (R1AA) Meet 2026,” dated **January 26, 2026**.
2. Attached is **Annex B** of the aforementioned memorandum, which contains the list of personnel required to conduct the screening and accreditation of athletes, coaches, and chaperones.
3. Also attached are the **checklists of documentary requirements (Annexes C, D, and E)**, which shall be placed in each folder of Athletes, Coaches, and Chaperones (ACCs). All folders must be organized in accordance with these checklists to facilitate review and evaluation.
4. The **travel time** of the concerned personnel is scheduled at **1:00 p.m. on February 8, 2026**.
5. Division Screening and Accreditation Committees (DSACs) are advised to ensure that photos of Athletes, Coaches, and Chaperones (ACCs) included in their documents are of high resolution, in compliance with the requirements for uploading documents into the system.
6. All other provisions of Regional Memorandum No. 101, s. 2026, shall remain in full force and effect.



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7. Immediate dissemination of this Memorandum is desired.

For the Regional Director:



OSCAR P. FLORES
Chief Education Supervisor
Quality Assurance Division

Reference: RM No. 101, s 2026

To be indicated in the Perpetual Index
under the following subjects:

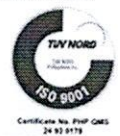
SPORTS

ESSD/jp/RSACAnnexB
January 30,2026



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ANNEX B

Members of the Regional Screening and Accreditation Committee

REGIONAL SCREENING AND ACCREDITATION COMMITTEE	ALTERNATE	OFFICE/DIVISION
Darius C. Nieto		Regional Office
Rodolfo B. Ligawad Jr		Regional Office
Dr. Mae Lavern Sibayan-Orina		Regional Office
Dr. Marjorie G. Pudín		Regional Office
Ryan E. Bantiding		Regional Office
Robert B. Flores	Sherryl R. Valdez	Alaminos City
Edwin V. Tangonan	Carmelo F. Bautista	Batac City
Alejandro F. Haboc Jr.	Antonio M. Gadiano Jr.	Candon City
Sheryl S. Villacorta	Cindy A. Gano	Dagupan City
Rey L. Miguel	Alexis C. Laguna	Ilocos Norte
Rowel D. Garcia	Wilfredo A. Sanidad Jr.	Ilocos Sur
Arnel Sabuco	Jovencio Asuncion	Laoag City
Rolando B. Buccat	Henry Panergo	La Union
Marianne D. Matabang	Christopher Caramat	Pangasinan I
Milagros C. Parayno	Evelyn S. Alcantara	Pangasinan II
Milou C. Mercado	Bernard V. Magat	San Carlos City
Ray S. Prestoza	Mandy B. Madriaga	Urdaneta City
Peter John A. Frial	Paulino B. Aninag Jr.	Vigan City
Marie Camille S. Hufana	Thea Zonette S. Medrano	San Fernando City
Genevieve Ugay	Michael Reyes	San Fernando City
Jun Howard J. Rioveros (Data Group)		San Fernando City

ANNEX C

**CHECKLIST OF DOCUMENTARY REQUIREMENTS FOR ATHLETES
(For Palarong Pambansa and Other Lower Meets)**

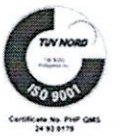
ATHLETE'S NAME:	
SCHOOLS DIVISION:	
SCHOOL:	
SPORT/DISCIPLINE:	

No.	Documentary Requirement	Submitted (✓)	Verified by DSAC/RSAC (✓)	REMARKS
1	Athlete's Record (AR) signed by athlete, coach, and authorized Division Sports Officer / Coordinator			
2	Original PSA/NSO Birth Certificate (<i>Late registration accepted if ≥1 year before current Palarong Pambansa</i>)			
3	For foreign-born Filipino athletes: Original Birth Certificate issued by country of birth AND valid passport or Bureau of Immigration/DFA document showing Filipino nationality			
4	Certified true copy or computer-printed Learner's Permanent Academic Record / SF 10 (Form 137) with LRN, signed by Teacher-Adviser and Registrar/School Head			
5	Certificate of Enrolment and Attendance / Completion signed by School Registrar or Head:			
	<ul style="list-style-type: none"> Grades 1-10: Certificate of Attendance and Completion 			



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	<ul style="list-style-type: none"> Grades 11-12: Certificate of Completion for 2nd Semester 			
6	Parental Consent:			
	<ul style="list-style-type: none"> Combative Sports/Gymnastics: Signed by both parents, verified by School Head. Special cases (residing elsewhere, de facto separation, annulment, orphaned) follow prescribed rules. 			
	<ul style="list-style-type: none"> Non-Combative Sports: Signed by at least one parent, verified by School Head. Special cases as above. 			
7	Medical Certificate issued within 3 months before competition stating athlete is physically fit. Includes physician's complete name, signature, license number, and date of examination			
8	Dental Certificate issued within 6 months before competition. Includes dentist's complete name, signature, license number, and date. <i>(Not required for Secondary Athletes)</i>			
9	PASSport of Athlete			

FOR SPECIAL CASES ONLY

No.	Special Case	Additional Documentary Requirements	Submitted (✓)	Verified by DSAC/RSAC (✓)	REMARKS
1	Discrepancy in Date of Birth	Certificate of Live Birth issued by LCR			

	<ul style="list-style-type: none"> Joint Affidavit of two (2) disinterested persons attesting to the true date of birth 			
	<ul style="list-style-type: none"> Resolution issued by Head of Delegation correcting SF 10 			
2	Discrepancy in Name	Certificate of Live Birth issued by LCR		
	<ul style="list-style-type: none"> Joint Affidavit of two (2) disinterested persons attesting to the true name 			
	<ul style="list-style-type: none"> Resolution issued by Head of Delegation correcting SF 10 			
3	First or last name in PSA/NSO found in a lower portion of box	Certificate of Live Birth issued by LCR		
	<ul style="list-style-type: none"> Copy of application/petition received by LCR (supplemental report/Court) 			
	<ul style="list-style-type: none"> Affidavit of parents attesting to true first/last name 			
	<ul style="list-style-type: none"> Joint Affidavit of two disinterested persons 			
	<ul style="list-style-type: none"> Resolution by Head of Delegation attesting true first/last name 			
4	Illegitimate child using father's surname as in SF 10	PSA/NSO Birth Certificate with second page showing acknowledgment by father OR notarized acknowledgment signed by father		
5	Unreadable entries in PSA/NSO	Certificate of Live Birth issued by LCR		
	<ul style="list-style-type: none"> Affidavit of parents attesting to true entries 			
	<ul style="list-style-type: none"> Joint Affidavit of two disinterested persons 			
	<ul style="list-style-type: none"> Resolution by Head of Delegation attesting true entries 			

6	Biological sex/gender not indicated in PSA/NSO	Certificate of Live Birth issued by LCR			
	• Affidavit of parents attesting to true biological sex				
	• Certification by NSAC Medical Team attesting true biological sex after physical exam				

Additional Instructions:

- DSACs must ensure **photos of ACCs are high resolution.**
- All documents must be complete, signed, and verified as required.
- Special case documents are **only required when discrepancies exist.**
- Folders must be organized according to this checklist to **facilitate review and evaluation.**
- **Resolutions or Certification** issued by the Head of Delegations or the NSAC shall be for purposes of **Palaro only**

Prepared by: _____ (DSAC/School Official)

Date: _____

Verified by: _____ (Regional/Division Official)

Date: _____

ANNEX D

CHECKLIST OF DOCUMENTARY REQUIREMENTS FOR COACHES AND ASSISTANT COACHES

(For Palarong Pambansa and Other Lower Meets)

COACH/ASSISTANT COACH NAME:	
SCHOOLS DIVISION:	
SCHOOL:	
SPORT/DISCIPLINE:	

No.	Documentary Requirement	Submitted (✓)	Verified by DSAC/RSA C (✓)	REMARKS
1	Proof of Filipino Citizenship			
2	Certificate of Relevant Sports Training: <ul style="list-style-type: none"> • 24 hours for Non-Combative Sports • 40 hours for Combative Sports / Gymnastics 			
3	Certificate of Relevant Experience: <ul style="list-style-type: none"> • 1 year for Non-Combative Sports • 2 years for Combative Sports / Gymnastics 			
	Coach Track Record showing participation in Division and Regional Meets			
4	Educational or Professional Attainment of at least 2nd-year college, preferably sports-related course			
5	Certificate of Membership in relevant sports association OR License/Certification/Accreditation issued by National/International Sports Association, authorized organization, or DepEd (Division, Region, Central Office)			
6	Medical Certificate of Fitness			

7	Employment/Appointment Paper or Notarized Contract of Service showing at least 6 months of employment/engagement in the public or private school before the Division meet			
8	Notarized Omnibus Affidavit			

Additional Instructions:

- All documents must be **complete, signed, and verified** before submission.
- Coaches and Assistant Coaches must meet all the qualifications as prescribed for their sport/discipline.
- Folders should be organized according to this checklist to **facilitate review and evaluation**.

Prepared by: _____ (DSAC/School Official)

Date: _____

Verified by: _____ (Regional/Division Official)

Date: _____

ANNEX E

CHECKLIST OF DOCUMENTARY REQUIREMENTS FOR CHAPERONES
(For Palarong Pambansa and Other Lower Meets)

CHAPERONE'S NAME:	
SCHOOLS DIVISION:	
SCHOOL:	
DELEGATION/SPORT ASSIGNMENT:	

No.	Documentary Requirement	Submitted (✓)	Verified by DSAC/RSAC (✓)	REMARKS
1	Employment/Appointment Paper or Notarized Contract of Service showing at least six (6) months of employment/engagement in a public or private school prior to the Division Meets			
2	Certification or Affidavit of Commitment stating that the chaperone shall nurture female athletes only and shall not coach the athletes			
3	Medical Certificate of Fitness , duly issued by a licensed physician, certifying that the chaperone is physically fit			
4	Other eligibility documents as may be required by the Palaro Board			

Additional Instructions:

- All documents must be **complete, authentic, and duly issued by competent authorities.**
- Documents shall establish the chaperone's **competence, integrity, capability, and relation to the school.**
- Folders must be organized following this checklist to **facilitate review and evaluation.**

Prepared by: _____ (DSAC/School Official)

Date: _____

Verified by: _____ (Regional/Division Official)

Date: _____



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