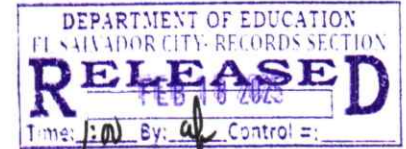




Republic of the Philippines  
**Department of Education**  
REGION X- NORTHERN MINDANAO  
**SCHOOLS DIVISION OF EL SALVADOR CITY**



**Office of the Schools Division Superintendent**

**February 17, 2025**

**DIVISION MEMORANDUM**

No. 061, s. 2025

**SCHOOL-BASED INTENSIVE TRAINING OF QUALIFIED ATHLETES  
FOR THE 2025 NMRAA MEET**

To: **Assistant Schools Division Superintendent**  
**Chief Education Supervisors**  
**Education Program Supervisors**  
**Public and Private Elementary School Heads**  
**Public and Private Secondary School Heads**  
**All Others Concerned**  
This Division

1. In preparation for the 2025 Northern Mindanao Regional Athletic Association (NMRAA) Meet, this Office through the School Governance and Operations Division, informs the field on the School-Based Intensive Training of Athletes starting February 22- March 18, 2025.
2. The activity aims to:
  - a. ensure athletic performance and minimize the occurrence of injury in a safe, structured training environment; and
  - b. improve fitness and abilities to perform in a particular sports event.
3. The training will start from 3:00-5:00 pm during weekdays and student-athletes shall be considered to opt in modular learning delivery for the affected subjects.
4. School Heads shall ensure that the classes of the teacher-coaches will be taken care of by another teacher in compliance with the no-disruption-of-classes policy stipulated in DepEd Order No. 09, s. 2005 entitled Instituting Measures to Increase Engaged Time-On-Task and Ensuring Compliance Therewith.
5. Moreover, the teacher-coaches/trainers shall be entitled to service credits during weekends in accordance with *DepEd Order No. 13, s. 2024* titled





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*Revised Guidelines on the Grant of Vacation Service Credits for Teachers.* However, non-teaching personnel shall be given *Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, 2004 on Non-Monetary Remuneration for Overtime Service Rendered*, specific attention on Section 5.

6. Further, teacher-coaches shall submit a Training Matrix duly signed by the Head of School to the office of the Schools Division Superintendent, Attention: Analyn G. Fabria, Education Program Supervisor-SGOD/Division Sports Coordinator.
7. This office adheres to the Equal Opportunity Principle (EOP). Hence, all actions shall be based solely on the guidelines set with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
8. Immediate and wide dissemination of this Memorandum is desired.

**RANDOLPH B. TORTOLA, PhD, CESO V**  
Schools Division Superintendent

SGOD/Sports/Agf

