



Republic of the Philippines
Department of Education
Schools Division of Benguet

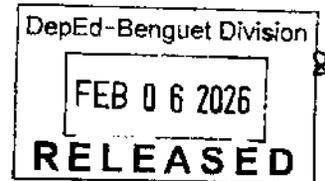
February 3, 2026

DIVISION MEMORANDUM

No. 53, s 2026

**ASSISTANCE OF SCHOOLS AND DISTRICTS IN THE PREPARATION OF
 BILLETING AREAS AND PLAYING VENUES FOR CARAA MEET 2026**

TO: Chief Education Supervisors, CID, and SGOD
 Public Schools District Supervisors, Coordinating Principals
 All Non-teaching personnel
 All Others Concerned



1. In preparation for the Cordillera Administrative Region Athletic Association (CARAA) Meet 2026, all School Districts are hereby directed to extend full support and assistance in the preparation of assigned billeting areas, the Benguet Sports Complex (BSC), and other designated playing venues.

Host District	Billeting Schools	Delegation	Contact Person/s	Contact Number/s
Atok & Kabayan	Buyagan ES	Kalinga	Mercedes S. Oplas, Teacher III	09288510702
Tuba	La Trinidad Central School	Apayao	Russel Paul D. Diasen, Teacher III	09104548544
Sablan & Kibungan	Puguis ES	Ifugao	Regina D. Sarmiento, Sch.Principal	09460230010
			Jerry B. Kiong, School Guard	09096036296
Itogon	Benguet National High	Benguet	Leah Alos, Department Head	09999955761
Tublay & Kapangan	TSHI	Abra	Daniel D. Peredo, SPII	09189120505
La Trinidad	BSU-SLS BSU-ELS	Tabuk City	Brenda Langaoan, School Principal	09493697416
			Agustin David Jr., School Principal	09121847004
Mankayan	Alno Kadoorie ES & NHS	Mt. Province	Aida A. Pe, School Principal	



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			Elmer R. Sagubo, School Principal	09465981532
Bakun & Bokod	Lucban ES, Baguio City	Baguio City	Helen C. Acop, School Principal	09196802071
Buguias	CRSHS, BSpedDC	Officiating Officials		

2. All Districts shall ensure that schools assigned as billeting areas are clean, safe, and ready for the accommodation of athletes, coaches, and officials. Coordination with assigned delegation representatives shall be observed at all times.

3. All School Heads, Administrative Officers (AOs), Program Development Officers (PDOs), and utility workers from the assigned Districts are hereby enjoined to participate in the rotational deployment for the preparation of the Benguet Sports Complex and other designated playing venues, without compromising the regular operations and delivery of basic services in their respective schools.

Participation shall follow the approved rotational schedule (Monday–Wednesday or Wednesday–Friday), ensuring that school-level functions remain uninterrupted while personnel provide necessary support to the CARAA 2026 preparations.

Rotational Schedule for CARAA 2026 Preparatory Work

District	Dates	Work Place/Venue	Task Focus/Remarks	
Atok	2/16-18/2026	BSC	Venue preparation, minor repairs, safety, painting, and beautification.	
Bakun	2/9-11/2026	BSC		
Bokod	2/9-11/2026	Provincial Engineering Office (PEO)		
Buguias	2/18-20/2026	BSC		
Itogon I & II	2/9-11/2026	Benguet Sports Complex (BSC)		
Kabayan	2/11-13/2026	PEO		
Kapangan	2/16-18/2026	BSC		
Kibungan	2/11-13/2026	BSC		
La Trinidad	2/9-20/2026	BSU (Elem & Sec) Playing Ground		Billeting Area and BSU Ground
Mankayan	2/16-18/2026	PEO		Venue preparation, minor repairs, safety, painting, and beautification.
Sablan	2/11-13/2026	BSC		
Tuba	2/18-20/2026	BSC		
Tublay	2/18-20/2026	BSC		

For the deployment, District Heads shall assign participants at their discretion, ensuring that personnel are deployed to work in the billeting areas and playing venues as identified in the rotational schedule.



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4. Identified School Heads and teachers as painters shall assist in the following tasks:

- Painting of the official CARAA logo and theme at designated areas of the Benguet Sports Complex;
- Beautification painting along the BSC perimeter, walls, and other identified structures.

Name	School	Tasks
Avilardo Leon, MTI/School Head	Mauro Palasi Laruan Elementary School	Team Leader
Willy James Killip, T-VI	Ambiong Elementary School	Painting/Mural Logo Theme
Harley Bastian, T-VI	Bahong Elementary School	
Harold Bacuso, MTI	Pico Elementary School	
Danny Depnag, T-VI	Cordillera Regional Science High School	
Norbert de Lara, T-VI	Puguis Elementary School	
Benieve Laquiao, T-VI	Tawang Elementary School	
Richard Curiano, T-VI	Tawang Elementary School	

5. All Benguet Tournament Directors and Tournament Officials shall take the lead in the preparation and readiness of their respective competition venues, including layout planning, facility readiness, safety checks, and coordination with assigned support personnel.

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They shall closely coordinate with CARAA 2026 Tournament Officials and the School Heads of the playing venues to ensure that all preparations, equipment setups, and competition standards comply with CARAA regulations and guidelines.

6. All deployed personnel shall coordinate with the Division Sports Unit and the CARAA Meet 2026 Management for proper task assignment, monitoring, and reporting of accomplishments. Travel and incidental expenses shall be charged to local funds, while meals shall be shouldered personally by the participants.

7. Immediate compliance with and dissemination of this memorandum to all concerned is directed. This memorandum also serves as your official travel document.

Digitally signed by ESTELA P. LEON-CARIÑO EdD, CESO III
Date: 2026.02.06 14:45:45
+0800

ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/Regional Director and
Concurrent Officer-In-Charge
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