Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Benguet

DepEd-Benguet Division
NOV 09 2026
RELEASED

05 November 2026

DIVISION MEMORANDUM
NO. 481 S. 2026

DESIGNATION OF THE DISTRICT AND DIVISION SCREENING AND ACCREDITATION COMMITTEE (DSAC) AND ITS SCHEDULE OF ACTIVITIES FOR THE 2026 PROVINCIAL ATHLETIC MEET

To: Assistant Schools Division Superintendent
Chief Education Supervisor, SGOD and CID
Public Schools District Supervisors/District In-charge
Elementary and Secondary School Heads
Division Screening and Accreditation Committee
All Other Concerns

1. Pursuant to Memorandum No. OM-OUGOPS-2026-05-08594 dated February 6, 2026, entitled "*Key Updates on the 2026 Palarong Pambansa*," the following shall be the composition of the District and Division Screening and Accreditation Committee (DSAC) for the upcoming 2026 Benguet Provincial Athletic Meet (BPAM).

2. The **composition** of the **District and Division Screening and Accreditation Committees (DSACs)**, together with the **Data Group**, including their respective **duties and responsibilities**, is provided in **Enclosure No. 1**.

3. The **schedule of activities** of the District and Division Screening and Accreditation Committees (DSACs) is provided in **Enclosure No. 2**.

4. This memorandum shall also **serve as the Official Travel Authority** for all designated DSAC and Data Group members to travel on official business and participate in the scheduled DSAC activities.

5. **Compensatory Time-Off (CTO)/Compensatory Overtime Credit (COC)** shall be granted to DSAC and Data Group members for services rendered beyond 5:00 PM on regular working days and for authorized services rendered on Saturdays and Sundays, subject to existing government rules and regulations.

6. Lunch and snacks for **November 25–26, 2026 and December 1, 2, 6, 2026** shall be chargeable against the **Provincial Special Education Fund (SEF)**. Transportation and other incidental expenses incurred by the DSAC and Data Group members may be charged to their respective **local funds (MOOE)**, subject to the usual accounting and auditing rules and regulations.

7. For any queries and/or clarifications, kindly contact Lucio B. Alawas, Chief-SGOD, through email address lucio.alawas @deped.gov.ph or Nover B. Singgangan, Jr, through nover.singgangan@deped.gov.ph.

8. Immediate dissemination and strict compliance with this Memorandum is directed.

CARMEL F. MERIS
OIC-Schools Division Superintendent

SGOD/LBA/MSB/NBS/ADS

Enclosure 1 to DM_ 481,s2026

1. Composition of the District and Division Screening and Accreditation Committee and Data Group

A. District Screening and Accreditation Committee and Data Group

DISTRICT OF ATOK FLORELIA PASCIAN JONA K. VALDEZ, MANA ESTAKIO, JULIE A. KISO, GINA LYNN O. COCOY, BRINDA B. AMADO, GRACIELA W. POLKING CLARA B. TEOFILO, GLENN TERSERO, PRISCILLA JUAN, CHIN CHIN MEL COBCOBO, LIBINA SARAC, HAZEL E. BAGAYAO MARY ANN D. DIMAS, MARYLOU S. MAGSIANO, JEDDAH SELVINO
DISTRICT OF BAKUN MARILYN ZARATE RONALD C. SACYAT, RONILLON PINMILIW, OLIVER P. NGIWAS, REALONDA V. NGALAAN, YOLANDA T. ANDISO, FLORIDA S. BAGAYAO JULIET S. ALBOC, FERNANDO BAGAYAO, CHERRYL MAE S. LAURIAN JANICE S. BAWAS, JAYNELYN P. PAPAT, ALPHA MAE L. PONGDAD
DISTRICT OF BOKOD LILIAN ULEP VALENTIN PONTINO JR, LINDA BAYAS, JANICE BAGIW, MARING ANO VENUS BATO, MICHELLE CATANES, ROY S. ONIL JR, ARNOLD MANIO LIBRADO MATIAS, GISELLA LAURETA, ROLDAN S. MILTON, JUNIEL CANGSAN, JOAN CARBONEL
DISTRICT OF BUGUIAS ONOFRE LIMPAYOS GIOVANNI CAYAT, GLORIA CADAP, MAURO TELIO, LUIS IGUALDO, ROSITA BOSANTOG, MARICHEL OLA-O, CHARIS PITPITUNGI, EMILON SANO-AN, NORIEL ESPADA, SHERWIN DINULONG
DISTRICT OF ITOGON JONATHAN SADEY, JULIET BALDO CHRISTINE D. PUGUON, JORENDA V. OSONERO, EMELDA G. AMANCIO, RUTH W. ESLAO, ELENA B. BUMATAY, DANTE D. ROMILLO, GERTRUDES D. CUNANAN, TWINKLE D. ASUDERA, JOANNA B. COLAS, MARGILINE LOAKAN, RYAN GEORGE CIANO, GARY B. FRONDARINA
DISTRICT OF KABAYAN ROBERTO A. PABLO JR. CHERRY ANN S. LARANANG, MELIN W. ABAD, VILMA M. DEPAWA CHRISLYN R. RESQUID, JOMAR G. LESINO, MARLENE M. COLTE SHANALYN W. GANADO, DAPHNE ANGELICA N. ESPARA, JUNAS C. MINAS, JHAYNEL P. DIRIK, JEMIMA B. BOAC, JEVERLYN D. DOMEREZ
DISTRICT OF KAPANGAN VIRGINIA SALIO-AN AMORZULA C. CALBONE, DONAVILLE E. BISTID, JESSIE S. BALAGSA NARCING C. SUKIL-AP, MARIA CATHERINE C. LADAO, AGRIFINA COMPALA, IMELDA P. MANG-OSAN, ELLYN M. BEGAWEN, MANUEL MARTIN JR., JOVELYN S. AQUINO, TYRIL T. COILAN, SHERYL P. DONATO
DISTRICT OF KIBUNGAN CRISTETA IGUALDO ISIDRA B. DADCOES, EVANDER B. HIDALGO, SUELA A. VENCIO CONCEPCION O. DAYAGAN, ELIZABETH A. DEP-ASEN, LYRA P. FRIAZ CRISTINA A. GAPIT, VELASCO T. METWA, LIZA C. ALIBIO RHODALYN CULLANO, ELIZA VING L. PASCADEN, FERIBIC SACLA

DISTRICT OF LA TRINIDAD DELAROSA V. DELMAS GRACE T. CALATAN, WILBER G. GONDALES, LEA ALOS, ROSALINA O. LAURETA, REGINA D. SARMIENTO, RACHEL B. BALIKED, NANCY C. ROSADO, CONSTANCIA JANE D. ABODILES, GENEVIEVE Y. CASTRO, NHELVES A. SHEEN SAB-IT, CAROL M. BUMAKIL, JANELLE N. SIBAYAN, LIEZEL M. EUSTAQUIO
DISTRICT OF MANKAYAN MARYLIN TOLBE JENNIFER BULSAO, DECENIA T. CABACAB, LYLINE FLORES, FRECHETTE C. SESET, ALICIA A. ANASAN, NOREEN T. ESPENOCILLA VIVIAN K. GUZMAN, DELIA M. BANDAO, MARK POSAYEN ANFE CALAPEN, SHALLEMAR B. KIDLO, JOELAN RIVA
DISTRICT OF SABLAN MILBERT COCOY CLAIR L. TOCTOCAN, NILO P. OYAM, RESTY D. SOLTERO, MIRAFLOR T. LACKIAS, MERIAM B. MAPILE, MONALIE P. CACATIAN PHOEBE MAR L. DAGANOS, MONALIE L. CACATIAN ELRODIZA M. BAUTISTA, MARITESS BAYENG, NANCY ANN L. GANGGANGAN
DISTRICT OF TUBA MELCHOR C. TICAN HENRY TINAZA, FLORENCE B. PAWIG, NOEME MARY C. LENNENG GERALD SALDA, JENNIFER M. CADOS, BIVIAN CUH-ING, DIVINE ROSANA JEOBEN AGNAONAO, AARON BISMONTE, RIZA SAGSAHKO, KAREEN L. VILLEGAS
DISTRICT OF TUBLAY MARY JANE L. LEO DELYNE B. ACDANG, AGUSTINO D. AMANCIO, REMUS M. BERAY EDGAR W. SAPIGAO, JOSEFA A. BELLEZA, MARIA LUISA W. NAB-US JARIELLE MAE Z. AGNO, LORMA D. KIMPA-OY, JAYFERD T. PULAC CHRISTIAN KEITH T. SORIANO, BERLYN GRACE C. QUINUAN

B. Division Screening and Accreditation Committee and Data Group

Chairperson	Nover B. Singgangan
Members	Mikee Decaran Shodee Bolayo Christopher W. Lao-e Jenny T. Bacquian Safir Humaid V. Al-sinawi Remedios B. Lamsis Atok: Jona K. Valdez Bakun: Ronald C. Sacyat Bokod: Linda Bayas Buguias: Giovanni P. Cayat, Gloria B. Cadap Itogon: Christine D. Puguon, Jorenda V. Osonero Kabayan: Melin W. Abad Kapangan: Donaville E. Bistid Kibungan: Isidra B. Dadcoes La Trinidad: Grace T. Calatan, Wilber G. Gondales, Leah Alos Mankayan: Jennifer L. Bulsao, Decenia T. Cabacab Sablan: Clair L. Toctocan Tuba: Henry D. Tinaza, Florence B. Pawig Tublay: Delyne D. Acdang

Data Group Chairperson Members:	Antionette D. Sacyang Atok- Chin-chin Mel C. Cobcobo, Bakun-Cherryl Mae S. Laurian Bokod-Librado Matias, Buguias- Marichel Ola-o, Charis Pitpitungi, Itogon-Twinkle D. Asudera, Gary B. Frondarina, Kabayan-Daphne Angelica N. Espara Kapangan-Ellyn M. Begawen, Kibungan-Rhodalyn C. Cullano, La Trinidad-Genevieve Y. Castro, Nhelves A. Sheen Sab-it, Carol M. Bumakil, Mankayan-Anfe M. Calapen, Mark B. Posayen, Sablan-Phoebemar P. Daganos, Tuba-Jeoben M. Agnaonao, Tublay-Jarielle Mae Z. Agno

2. Duties and Responsibilities

A. District and Division Screening and Accreditation Committee

i. **Evaluate** and **verify** the **authenticity**, **accuracy**, and **completeness** of the documents submitted by athletes, coaches, assistant coaches, and chaperones.

ii. **Ensure compliance** with the eligibility requirements, documentary requirements, and applicable guidelines of the 2027 Palarong Pambansa.

iii. **Screen and validate** the qualifications of athletes and sports personnel based on the prescribed age, grade level, school enrollment, and other eligibility criteria.

iv. **Conduct interviews**, when necessary, to clarify information and verify the eligibility of athletes and sports personnel.

v. **Identify and report** discrepancies, deficiencies, falsified documents, or other irregularities found during the screening and evaluation process.

vi. **Coordinate** with concerned School Heads, Sports Coordinators, and Heads of Delegation regarding incomplete or questionable documentary requirements.

vii. **Prepare and maintain** the necessary records, screening results, and consolidated lists of qualified and disqualified athletes and sports personnel.

viii. **Recommend** for approval the final list of qualified athletes, coaches, assistant coaches, and chaperones for accreditation.

ix. **Ensure** the confidentiality and proper safekeeping of all submitted documents and records.

x. **Perform** other related tasks as may be directed by the Schools Division Superintendent or the authorized committee chairperson in relation to the screening and accreditation process.

b. Data Groups

District Data Group Member

i. serve as the Secretariat and assist the District SAC and District Sports Coordinators in the preparation, consolidation, and submission of the master list, identification documents, photo galleries, and other required documents of athletes, coaches, assistant coaches, and chaperones.

ii. encode the data of athletes, coaches, assistant coaches, and chaperones in the Athletic Meet and Accreditation System (AMSAS).

Division Data Group Member

i. serve as the secretariat and assist the Division SAC in the preparation and submission of the master list, identification, photo galleries, and other documents of the athletes, coaches, assistant coaches, and chaperones.

ii. encode, scan, and upload the documents of the athletes, coaches, assistant coaches, and chaperones in the Athletic Meet and Accreditation System (AMSAS).

iii. assist in preparing the PasSport of athletes for Palarong Pambansa.

Enclosure 2 to DM_ 481,s2026

Schedule of Activities of DSAC

Activities	Date	Venue	Person In-charge
Orientation of Sports Coordinators, Benguet Provincial Athletic Meet (BPAM) Tournament Directors, and Division Screening and Accreditation Committee (DSAC)	**October 9, 2026**	SDO-Adivay Hall	DSAC
Regional Online Orientation of the upgraded Athletic Meet Screening and Accreditation System (AMSAS)	**November 6, 2026**	Online	TBI
District review of documents of athletes, coaches, assistant coaches, and chaperons	**November 3-18, 2026**	District Office	District SAC and Sports Coordinators
Submission of Documents in the Division Level	**November 19, 2026 7:00 AM to 5:00 PM**	Schools Division Office- CID LR Unit, 1st Floor	District Head of Delegation, Sports Coordinators
Initial Review of Documents	**November 24, 2026**	Schools Division Office- 2nd Floor- Red Room	SDO Personnel DSAC and data group Members
Division review of documents of athletes, coaches, assistant coaches, and chaperons	**November 25-26, 2026**	Schools Division Office- Red Room	***Division Screening and Accreditation Committee and Data Group***
Interviews of athletes, coaches, assistant coaches, and chaperons	**November 26, 2026 PM 1:00-onwards** La Trinidad District Elementary Secondary and Para Games **Tublay District (*TSHI Athletes and Coaches only*)**	 Buyagan Elementary School Benguet National High School	 Team 1 Team 2 Team 3
Interviews of athletes, coaches, assistant coaches, and chaperons	**December 1, 2026 AM 8:00 to 12:00** Itogon District **December 1, 2026** Tuba District PM 1:00- 5:00	Itogon Training Center Tuba Central School Tuba NHS	Team 1 Team 2 Team 3

Activities	Date	Venue	Person In-charge
Interviews of athletes, coaches, assistant coaches, and chaperons	**December 2, 2026** **AM** **Mankayan District** **8:00-12:00 PM** **PM** **Buguias District** **1:30 PM- 5:00 PM** **AM and PM** **Bokod District and some Kabayan District**	Mankayan NHS Loo NHS Bokod CS	Team 1 Team 2 Team 3
Interviews of athletes, coaches, assistant coaches, and chaperons	**December 5, 2026** **(those currently undergoing training and practice at the Sports Complex)**	Schools Division Office- 2nd Floor- Red Room	**TBA**
Interviews of athletes, coaches, assistant coaches, and chaperons	**December 06, 2026** Atok District Bakun District Bokod District Kabayan District Kapangan District Kibungan District Sablan District Tublay District *Districts with athletes, coaches, and chaperones who could not undergo an interview during the scheduled Interview period.*	Billeting Area	**TBA**
Completion of the missing documents	**November 27-December 6, 2025, Interview Date**	Billeting Area	**Coaches/DSAC**
Finalization of qualified athletes, coaches, assistant coaches, and chaperons	December 6, 2026 AM	Schools Division Office- Adivay Hall/Red Room	**DSAC**

Activities	Date	Venue	Person In-charge
Release of Gallery	December 7, 2026 7:00 AM	SDO-Red Room	**DSAC to Tournament Directors**
BPAM 2026	December 7-10, 2026	Sports Complex	***Division Screening and Accreditation Committee and Data Group***