



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

June 30, 2025

REGIONAL MEMORANDUM

No. **747** s. 2025

UPDATES ON THE 50TH DEPED REGION VIII FOUNDING ANNIVERSARY

To: Schools Division Superintendents
Regional Office Functional Division Chiefs
All Others Concerned

1. In reference to Regional Memorandum No. 505, s. 2025, dated May 6, 2025, titled 50th DepEd Region VIII Founding Anniversary, this Office, through the Human Resource Development Division (HRDD), informs all concerned that the commemoration of the Department of Education (DepEd) Regional Office VIII's 50th Founding Anniversary, themed "Painting the Region 8 Gold: 50 Years of Relishing Memories, Unfolding Experiences, and Forging Relationships," has been rescheduled from July 24-25, 2025, to July 17-18, 2025. The venue and further details will be announced in a separate issuance.

2. Attached are the lists of the Technical Working Committees, Terms of Reference (TOR), allocation of participants for the Schools Division Offices (SDOs) and Regional Office, list of activities, and tournament format.

3. The upcoming events and tournaments include Basketball (Boys), Volleyball (Girls), Laro ng Lahi, and Mr. and Ms. DepEd. For Basketball, Volleyball, and Laro ng Lahi, four clusters will be competing, as detailed in the table below.

Cluster Number	SDO/Office
1	Baybay City, Maasin City, and Southern Leyte
2	Northern Samar, Calbayog City, Eastern Samar, and Borongan City
3	Catbalogan City, Samar, Tacloban City, and DepEd Regional Office VIII
4	Leyte, Ormoc City, and Biliran

4. Each cluster competing in Basketball, Volleyball, and Laro ng Lahi must be composed of up to 15 non-teaching personnel still in the service (including the coach), either regular/permanent employees and/or contract of service workers who have completed at least one year of service in their respective SDOs/Offices as of July 16, 2025. Teams per cluster may be formed through friendly matches or any other suitable selection process agreed upon by each cluster.

5. All clusters shall provide the Officiating Officials with a copy of their players' appointment paper as proof of their eligibility. The 'No Appointment Paper, No Play' policy shall be strictly enforced. The table below specifies the required cluster composition for each event category.

Event	Male	Female	Total Number of Players per Cluster (including the Coach)
1. Basketball	15		15
2. Volleyball		15	15
3. Laro ng Lahi	8	7	15

6. The events will take place on July 16-18, 2025, at the designated venues and must be completed by the morning of July 18, 2025. The schedule of games is reflected in the table below.

A. Basketball and Volleyball			
Round-Robin Phase			Final Round
July 16, 2025 (Afternoon)	July 17, 2025 (Morning)	July 17, 2025 (Afternoon)	July 18, 2025 (Morning)
Round 1: 1 vs 2 3 vs 4	Round 2: 4 vs 2 1 vs 3	Round 3: 4 vs 1 2 vs 3	Battle for 3rd Place: Ranked 3 rd team vs Ranked 4 th team Championship: Ranked 1 st team vs Ranked 2 nd team
B. Laro ng Lahi – July 17, 2025			

7. Each SDO and the DepEd Regional Office VIII will field two non-teaching personnel—one male and one female—for the Mr. and Ms. DepEd competition respectively. The event is scheduled to take place on July 17, 2025, at 3:00 pm, in the designated venue.

8. The Grandiose Day on July 18, 2025, features heartfelt sharing of experiences by former officials and retirees, along with the distribution of plaques in recognition of their dedicated service and lasting contributions to the region's educational legacy. Participants are expected to attend in formal attire—Black Tuxedos for men and Gowns in shades of yellow for women—underscoring the event's elegance and significance.

9. Prizes will be given as stipulated below, charged against local funds/MOOE, subject to the usual accounting and auditing rules and regulations. Winners will also be given a trophy/certificate of recognition.

Event	Prize (in pesos)
1. Mr. and Ms. DepEd	1 st Prize: 10,000.00

	2 nd Prize: 7,000.00 3 rd Prize: 5,000.00 Consolation Prize: 2,000.00
2. Basketball, Volleyball, and Laro ng Lahi	1 st Prize: 8,000.00 2 nd Prize: 6,000.00 3 rd Prize: 4,000.00 4 th Prize: 2,000.00

10. In the exigency of the service during the preparation and conduct of the activity, the members of the Technical Working Committees/Program Management Team/Pitik Productions shall be entitled to compensatory overtime credits/service credits for the services rendered beyond office hours and during weekends and holidays, subject to existing guidelines.

11. All other provisions in the abovementioned Memorandum consistent with this issuance shall remain in force and in effect.

12. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III
Regional Director

Enclosures: As stated

References: As stated

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

DEPED REGION VIII

EMPLOYEES

FOUNDING ANNIVERSARY

HRDD-RVR



Enclosure to Regional Memorandum No. **747**, s. 2025

TECHNICAL WORKING COMMITTEES

Committee	Responsible Person/s
Steering	Chair: RD Evelyn R. Fetalvero, CESO III Co-Chair: ARD Ronelo Al K. Firmo, CESO IV
Mr. & Ms. DepEd	Chairperson: Dr. Gertrudes C. Mabutin Members: CLMD Personnel
Laro ng Lahi	Chairperson: Dr. Alejandra B. Lagumbay Members: ESSD Personnel
Basketball & Volleyball	Chairperson: Mr. Cesar P. Verunque Members: QAD Personnel
Accommodation of Guests	Chairperson: Dr. Rita R. Dimakiling Members: PPRD Personnel
Awards/Attendance/Certificates	Chairperson: Dr. Harvie D. Villamor Members: HRDD Personnel
Food and Venue	Chairperson: Ms. Alma E. Suyom Members: Finance Division Personnel
RO Decoration and Countdown	Chairperson: Dr. Rosemarie M. Guino Members: Administrative Division Personnel
Letter of Invitation	Chairperson: Ms. Mercedes D. Sarmiento Members: FTAD Personnel
Documentation and Program Preparation	Chairperson: Ms. Jasmin F. Calzita Co-Chairperson: Mr. Jim Albert A. Lagado Members: PAU & ICT Personnel

TERMS OF REFERENCE (TOR)

Working Committee/ Person Responsible	TOR
Steering Committee Chair	*Provides strategic direction and ensures the successful execution of anniversary events. *Approves major plans, budgets, and partnerships related to the anniversary.
Steering Committee Co-Chair	*Assists the Chair in leading the committee and ensuring smooth execution of anniversary events. *Helps oversee sub-committees and ensures alignment with the anniversary's vision.
Mr. & Ms. DepEd	*Organizes and oversees all aspects of the Mr. and Ms. DepEd competition, including venue, program flow, and logistics. *Establishes criteria for participants, ensures fair selection, and manages registration.

	<p>*Defines scoring guidelines, selects judges, and ensures transparency in the evaluation process.</p> <p>*Oversees the smooth conduct of the event, records proceedings, and prepares post-event reports.</p>
Laro ng Lahi	<p>*Organizes and oversees all aspects of the Laro ng Lahi competition, including venue, program flow, and logistics.</p> <p>*Establishes the list of traditional Filipino games, ensures fair play, and sets competition guidelines.</p> <p>*Defines scoring criteria, selects referees, and ensures transparency in the evaluation process.</p> <p>*Oversees the smooth conduct of the event, records proceedings, and prepares post-event reports.</p>
Basketball & Volleyball	<p>*Organizes and oversees all aspects of the basketball and volleyball tournaments, including venue, schedule, and logistics.</p> <p>*Establishes competition guidelines, ensures fair play, and enforces official rules.</p> <p>*Selects referees, defines scoring criteria, and ensures transparency in the evaluation process.</p> <p>*Oversees the smooth conduct of the games, records proceedings, and prepares post-event reports.</p>
Accommodation of Guests	<p>*Ensures that all invited guests receive appropriate lodging, hospitality, and related services during the event.</p> <p>*Coordinates accommodations, transportation, and special requests to ensure a seamless experience.</p>
Awards/Attendance/Certificates	<p>*Organizes and oversees all aspects of the Awards, including venue, program flow, and logistics.</p> <p>*Coordinates invitations, ensures VIP accommodation, and manages award presentations.</p> <p>*Manages participant registration, attendance tracking, and the issuance of certificates.</p>

	<p>*Ensures accurate records and timely distribution of certificates to eligible attendees.</p> <p>*Oversees the smooth conduct of the event, records proceedings, and prepares post-event reports.</p>
Food and Venue	<p>*Identifies and secures an appropriate venue, ensuring it meets the event's requirements.</p> <p>*Coordinates meal planning, catering services, and dietary considerations for attendees.</p> <p>*Ensures food safety standards, venue regulations, and health protocols are met.</p> <p>*Oversees the setup, monitors service quality, and prepares post-event reports.</p>
RO Decoration and Countdown	<p>*Develops a cohesive decoration concept that aligns with the anniversary's theme.</p> <p>*Manages the installation, maintenance, and removal of decorations.</p> <p>*Plans and executes the countdown ceremony, ensuring a memorable experience.</p> <p>*Oversees the setup, monitors service quality, and prepares post-event reports.</p>
Letter of Invitation	<p>*Drafts formal invitations that align with the anniversary's theme and purpose.</p> <p>*Works with leadership to finalize invitation details and distribution strategy.</p> <p>*Oversees the production and timely delivery of invitations via email, mail, or hand delivery.</p> <p>*Ensures guests receive invitations, tracks responses, and provides necessary event details.</p> <p>*Maintains records of invitations sent, responses received, and any special requests.</p>
Documentation and Program Preparation	<p>*Designs and finalizes the event program, ensuring a smooth flow of activities.</p> <p>*Maintains accurate records of meetings, decisions, and event proceedings.</p>

	<p>*Works with other committees to align program details and ensure consistency.</p> <p>*Ensures program details are communicated effectively to participants and guests.</p> <p>*Oversees the implementation of the program and prepares post-event reports.</p>
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**REGIONAL OFFICE PARTICIPANTS & GUESTS
(GRANDIOSE DAY – JULY 18, 2025)**

Regional Office	Participants/ Number of Participants
Office of the Regional Director (ORD)	<ol style="list-style-type: none"> 1. Evelyn R. Fetalvero 2. Ronelo Al K. Firmo 3. Dulce C. Catubao 4. Analuna M. Ganto-Morano 5. Christopher H. Morano 6. Eleanor C. Calumpiano 7. Jim Albert A. Lagado 8. Jasmin F. Calzita 9. Harley M. Hamoy 10. Floramay Q. Bacus
Administrative Division (AD)	<ol style="list-style-type: none"> 1. Rosemarie M. Guino 2. Elizabeth E. Caboboy 3. Eva D. Rosales 4. Russel L. Resco 5. Ma. Laura F. Paglinawan 6. Apple T. Reyes 7. Franco A. Villamor 8. Ariem V. Cinco 9. Jojo M. Senecio 10. Khris Fabi 11. Erwin Millar
Curriculum and Learning Management Division (CLMD)	<ol style="list-style-type: none"> 1. Gertrudes C. Mabutin 2. Joy B. Bihag 3. Alfredo P. Cafe 4. Amenia C. Aspa 5. Margie S. Balleo 6. Dean Ric M. Endriano 7. Nova P. Jorge 8. Ernani S. Fernandez Jr. 9. Ryan R. Tiu 10. Dandy G. Acuin 11. Glendale Lamiseria 12. Peter Kim D. Ti-in

Education Support Services Division (ESSD)	<ol style="list-style-type: none"> 1. Alejandra B. Lagumbay 2. Elmer Albert E. Cuevas 3. Angelica C. Rodriguez 4. Eden A. Dadap 5. Ryan Jay L. Bagon 6. Eduardo C. Paglinawan 7. Hanna Rose Cuaderno
Finance Division (FD)	<ol style="list-style-type: none"> 1. Alma E. Suyom 2. Ronafe A. Dolo 3. Gary Jay N. Calipayan 4. Annalee C. Escobarte 5. Fe M. Gerona 6. Yvonne Mae L. Ripalda
Field Technical Assistance Division (FTAD)	<ol style="list-style-type: none"> 1. Mercedes D. Sarmiento 2. Geraldine M. Mangaliman 3. Reynaldo E. Nayre
Human Resources Development Division (HRDD)	<ol style="list-style-type: none"> 1. Harvie D. Villamor 2. Elena S. De Luna 3. Rodel V. Rosales 4. Dina S. Superable 5. Rowena T. Vacal 6. Clark Dave P. Arante 7. Marilyn G. Trinidad 8. Ted Juan C. Peleño 9. Marcelito V. Aranas 10. Rasheil L. Noveda 11. Pee Jay P. Amadore 12. Israel Gilvani D. Malaca
Policy, Planning and Research Division (PPRD)	<ol style="list-style-type: none"> 1. Rita R. Dimakiling 2. Marcelina V. Villamor 3. Epifania G. Melchor 4. Maryjean Menil 5. Janice C. Delopere 6. Hydelyn N. Cinco
Quality Assurance Division (QAD)	<ol style="list-style-type: none"> 1. Cesar P. Verunque 2. Gerardo L. Adtoon 3. Rachel R. Cuevas 4. Sonny S. Tayum 5. Melvin Chito M. Solis 6. Marlou D. Camposano 7. Jimmy G. Gula
Guests (RDs, ARDs, SDSs, ASDSs, Chiefs, Assistant Chiefs, Supervisors, Unit Heads)	77
Total	151

**ALLOCATION OF PARTICIPANTS FOR SCHOOLS DIVISION OFFICES
(GRANDIOSE DAY – JULY 18, 2025)**

Schools Division Office	SDS, ASDS, CID Chief, SGOD Chief, & 1 Driver	Performers / Hosts / PMT/Pitik Productions
Baybay City	5	
Biliran	5	
Borongan City	5	
Calbayog City	5	
Catbalogan City	5	
Eastern Samar	5	
Leyte	6	
Maasin City	5	
Northern Samar	5	
Ormoc City	5	
Samar	5	
Southern Leyte	5	
Tacloban City	5	30
Total	66	30

Enclosure to Regional Memorandum No. 747, s. 2025**SCHEDULE OF ACTIVITIES**

Activity	Date
1. Start of Countdown	July 4, 2025
2. Start of Sports Activities (Basketball and Volleyball) -Non-teaching Personnel, 4 clusters	July 16, 2025
3. *Mass *Opening Program (Nationalistic Song, Prayer, RD's Message and Official Declaration) *Continuation of Sports Activities (Basketball and Volleyball) *Laro ng Lahi *Search for Mr. and Ms. DepEd	July 17, 2025
4. Grandiose Day Attire: Female: Gown (Shades of Yellow) Male: Black Tuxedo *Opening Dance - including former RDs, ARDs, SDSs, ASDSs, RO and SDO Chiefs, and Select RO Personnel	July 18, 2025

Enclosure to Regional Memorandum No. _____, s. 2025

TOURNAMENT FORMAT (BASKETBALL AND VOLLEYBALL)

Round-Robin Phase:

Round 1	Round 2	Round 3
1 vs 2	4 vs 2	4 vs 1
3 vs 4	1 vs 3	2 vs 3

Battle for Third Place: Ranked 3rd team vs Ranked 4th team

Championship: Ranked 1st team vs Ranked 2nd team

Note:

1. Teams will compete in a single round-robin format for ranking determination.
2. Following the single round-robin phase, the top two ranked teams will compete for the Championship, while the teams ranked third and fourth will battle for third place.
3. In case of tie in basketball, the following methods shall be used to break the tie:
 - 3.1 Two-Way Tie: (Head-to-Head)
The winner of the game between the two tied teams ranks higher.
 - 3.2 Three or More Teams Tied:
 - Step 1 (Head-to-Head):
Compare the records of the tied teams against each other. The team with the best combined record among the tied teams ranks higher.
 - Step 2 (Point Differential):
If head-to-head results don't break the tie, the point differential (points scored minus points allowed) in games between the tied teams is used. The team with the higher point differential ranks higher.
 - Step 3 (Quotient System):
If a tie persists after applying head-to-head and point differential, quotient system (Total Points Scored / Total Scored Allowed) determines the ranking. The team with the higher quotient ranks higher.
 - Step 4 (Coin Toss):
If all the above criteria are equal, a coin toss is used to determine the final ranking.

4. In case of tie in Volleyball, the following methods shall be used to break the tie:

4.1 Two-Way Tie: (Head-to-Head)

If two teams are tied, the team that won the match between them ranks higher.

4.2 Three or More Teams Tied:

Step 1 (Head-to-Head):

Compare the records of the tied teams against each other. The team with the best combined record among the tied teams ranks higher.

Step 2 (Set Ratio):

If head-to-head results don't break the tie, the set ratio (sets won divided by sets lost) in games between the tied teams is used. The team with the higher set ratio ranks higher.

Step 3 (Point Ratio):

If the set ratio is also tied, point ratio (points scored divided by points lost) determines the ranking. The team with the higher point ratio ranks higher.

Step 4 (Coin Toss):

If all the above criteria are equal, a coin toss is used to determine the final ranking.