



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DAVAO DEL NORTE

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

SGOD-2025-0088

To: Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division  
Education Program Supervisors, CID  
Education Program Supervisor, SGOD  
All Public Schools District Supervisors  
School Heads of Elementary, Secondary and Integrated Schools  
All Others Concerned

Subject: **SCHEDULE OF ACTIVITIES OF THE USHERS AND PROTOCOL OFFICERS  
FOR THE 2025 DAVRAA MEET OPENING PROGRAM**

Date: March 6, 2025

1. Pursuant to the Communication sent by the Provincial Government of Davao del Norte in line with the upcoming 2025 DAVRAA Meet from March 9 to 15, 2025 at the Davao del Norte Sports and Tourism Complex (DNSTC), the following schedules are hereby laid down to ensure smooth execution and active participation of the protocol officers and ushers (see enclosure):

PARTICULARS	DATE & TIME	VENUE	ATTIRE
DAVRAA MEET 2025 Technical Run	March 8, 2025 @ 1:30 p.m.	Davao del Norte Grandstand, DNSTC, Tagum City, Davao del Norte	Comfortable Attire
DAVRAA MEET 2025 Opening Program	March 9, 2025 @ 12:30 p.m.		-DAVRAA 2025 official shirt -DAVRAA 2025 official cap -White pants/shorts/ skirts/skorts -Rubber Shoes

2. In adherence to the DepEd's commitment to quality education, this Office advises all concerned school heads to observe the following measures so as not to deprive the learners of their rights to continuous learning even during the time when their teachers participate in the execution of the above deliverables:
- a. Teachers assigned must have their classes properly managed by the remaining teachers (substitution) in their respective schools to prevent any disruption to regular learning schedules (DepEd Order No. 13, s. 2018); and
  - b. Teachers assuming these classes must ensure that learning continues through structured learning/lesson plans, activity sheets, guided discussions and administration of NAT-like/PISA-like formative assessments.
3. Travel and other incidental expenses shall be charged against any local funds or school MOOE subject to the usual accounting and auditing rules and regulations.

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4. Compensatory Overtime Credits (COC) for non-teaching personnel and Service Credits for teaching personnel shall be granted for the services rendered during Saturdays, Sundays or Holidays, in accordance with Deped Order 53, s. 2003.
5. In adherence to all policies, everyone is encouraged to continuously support and value the Equal Opportunity Principle (EOP).
6. Immediate dissemination of this memorandum is directed.

**REYNALDO B. MELLORIDA, CESO V**  
Schools Division Superintendent

For the Schools Division Superintendent:

**JANETTE G. VELOSO, CESO VI**  
Assistant Schools Division Superintendent

3-19-15  
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Enclosure/s: As stated  
davraa meet secretariat-djql