



Republic of the Philippines
Department of Education
CARAGA REGION

MAY 13, 2026

REGIONAL MEMORANDUM

No. 0454, s. 2026

To: Schools Division Superintendents
All Others Concerned

DEPLOYMENT OF SCHOOLS DIVISION OFFICES' SERVICE VEHICLES FOR THE
PALARONG PAMBANSA 2026

1. Pursuant to the agreement reached during the May 4, 2026 Management Committee Meeting (MANCOM) held in Bayugan City, and in line with the preparations and conduct of the ***Palarong Pambansa 2026***, all Schools Division Offices (SDOs) are hereby directed to **deploy their available service vehicles (van and pick up)** to augment the transportation requirements of the said national activity for the period **May 10 to June 1, 2026**.
2. All designated drivers of the deployed vans and pick-up vehicles shall report to the Transportation Committee at Bayugan National Comprehensive High School, Bayugan City, at 8:00 a.m. on May 10, 2026, for briefing, assignment, and coordination.
3. Mr. Joel B. Rosales, the Chairperson of the Regional Transportation Committee shall exercise overall supervision and coordination of all transportation-related activities for the *Palarong Pambansa 2026*.
4. All official travels and movements of the deployed vehicles during the covered period shall be under the full disposal, supervision, and control of the Regional Transportation Committee, and shall strictly adhere to approved travel instructions and schedules.
5. The fuel expenses of the deployed vehicles from May 10 - 17, 2026 shall be charged to the respective SDOs. Thereafter, fuel requirements from May 18-June 1, 2026, shall be charged against the *Palarong Pambansa* Funds, subject to existing accounting and auditing rules and regulations.
6. Meals and billeting quarters of the drivers shall be provided at the designated billeting quarters for the Caraga delegates, for the duration of their official assignment.
7. The drivers' per diems or incidental expenses during the deployment period shall be charged against the respective SDOs' local funds, in accordance with applicable government policies.
8. Immediate dissemination of this Memorandum to concerned personnel and strict compliance herewith is enjoined.

MARIA INES C. ASUNCION

Regional Director

ASD/mcd
05/07/2026



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