



Republic of the Philippines
Department of Education
Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

February 15, 2023

Division MEMORANDUM

No. **108**, s. 2023

**DIVISION MEETING/CONFERENCE ON THE FINAL SELECTION OF ATHLETES,
COACHES, TOURNAMENT MANAGERS, SECRETARIAT, UNIT I, II & III FOCAL
PERSON & DSAC TEAM**

To : Public Schools District Supervisors/In-charge
Elementary & Secondary School Heads
Tournament Managers
DSAC Team, Secretariat
Unit Chairman, Secretariat

1. The Division of Surigao del Sur thru the Sports Officer of this Division will conduct a meeting for the Final Selection of Athletes, Coaches, Tournament Managers, DSAC Team, Secretariat including Unit I, II & III Focal Person on Friday **February 17, 2023 at Hinatuan National Comprehensive High School open court @ 9:00am-5:00pm.**
2. The purpose of this meeting are as follows:
 - a. To prepare coaches and Athletes on the participation to the Caraga Regional Sports Competition on April 24-28, 2023.
 - b. Preparation of strategies & training design by event in the conduct of the training of Qualified Athletes & Coaches for Regional Sports Competition.
 - c. Validation of results as to qualifying standard for Palarong Pambansa Athletes & Coaches.
 - d. Training schedule for Monitoring & Evaluation.
3. Participants to this activity are the selected Qualified Coaches, Tournament Managers, DSAC Team, Unit I, II & III Chairman.
4. In case coaches are teachers, classes must be substituted by Volunteer Teachers or any vacant Teachers for the day.
5. Coaches/Tournament Managers to bring Tentative Training Activity to discuss on this day and Athletes documents for Final Validation.
6. Traveling expenses, per diems, meals are chargeable to the School MOOE for Teachers & Division MOOE for Division Office Personnel subject to the usual accounting and auditing rules and regulations.
7. The Superintendent will be attending on this meeting.
8. Travel order will be issued to all concerned.
9. Attendance is Compulsory.
10. Please be guided accordingly.


JOSITA B. CARMEN, CESO V
Schools Division Superintendent





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Encl.: NONE

Reference: NONE

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

DIVISION WIDE SPORTS PROGRAM/ACTIVITIES SY 2022-2023

AVS//DIVISION MEETING/CONFERENCE ON THE FINAL SELECTION OF ATHLETES, COACHES,
TOURNAMENT MANAGERS, SECRETARIAT, UNIT I, II & III FOCAL PERSON & DSAC TEAM
_____/February 15, 2023

