DIVISION MEMORANDUM

No. 805, s. 2018

August 9, 2018

COORDINATION MEETING ON THE CONDUCT OF REGIONAL CAPACITY BUILDING FOR TOURNAMENT MANAGERS AND TECHNICAL OFFICIALS

To: ZENAIDA G. GUYA
Public Schools District Supervisor
Acting Division Sports Coordinator

1. In consonance with the Regional Memorandum 151 s. 2018 regarding the conduct of the Capacity Building for Tournament Managers and Technical Officials on September 27-29, 2018 at the Davao City National High School and the attached Unnumbered Regional Memorandum dated August 29, 2018, you are hereby advised to attend the coordination meeting on September 14, 2018 at 1:00pm, Waling-Waling Hall DepEd Regional Office XI, F. Torres St., Davao City.

2. As the designated Acting Division Sports Coordinator, you are to render report on the following:
   - Final list of participants for the Regional Capacity Building for Tournament Managers and Technical Officials.
   - Update on Inventory of all Palaro athletes who are still enrolled for SY 2018-2019.
   - Mechanisms to be employed for Home and Away Games.
   - Sports training Monitoring and Evaluation.

3. Anent thereto, you are further advised to monitor our respective participants during the actual training on September 27-29, 2018.

4. Snacks shall be served chargeable against HRTD Funds, while travel and other incidental expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

5. For your information, guidance and compliance.

WINNIE E. BATOON, EdD
Officer in Charge
Office of the Schools Division Superintendent

Encls: As stated
To be indicated in the Perpetual Index under the following subjects:
Conference     Sports

zgg: Coordination Meeting on the Conduct of Regional Capacity Building for Tournament Managers and Technical Officials
7 September 2018
MEMORANDUM

TO: Schools Division Superintendents

RE: COORDINATION MEETING ON THE CONDUCT OF REGIONAL CAPACITY BUILDING FOR TOURNAMENT MANAGERS AND TECHNICAL OFFICIALS

DATE: August 29, 2018

1. In line with the Regional Memorandum 151, s. 2018 regarding the conduct of the Capacity Building for Tournament Managers and Technical Officials on September 27-29, 2018 at the Davao City National High School, this Office informs the participation of all Division Sports Coordinators in the Coordination Meeting on September 14, 2018 at 1:00pm at Waling-Waling Hall, DepEd XI, F. Torres Street, Davao City.

2. All Division Sports Coordinators are to render reports during the said meeting on the following:
   a. Final list of participants for the Regional Capacity Building for Tournament Managers and Technical Officials
   b. Update on Inventory of all Palaro athletes who are still enrolled for SY 2018-2019
   c. Mechanisms to be employed for Home and Away Games
   d. Sports training Monitoring and Evaluation

3. It is advised that all Division Sports Coordinators have to monitor their respective participants during the actual training on September 27-29, 2018.

4. Snacks shall be served chargeable against HRTD Funds, while travel and other incidental expenses of the participants shall be charged against their respective local funds, all subject to the usual accounting and auditing rules and regulations.

5. Immediate dissemination of this memorandum is desired.

ATTY. ALBERTO T. ESCOBARTE, CESO III
Regional Director