



Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**  
SGOD-2023- 177

To : Chief Education Supervisor – SGOD  
Division Sports Officer  
Concerned Education Program Supervisor  
Concerned School Head  
Medical Officer III  
Division DRRM Coordinator

Subject : COORDINATON MEETING WITH SELECTED COMMITTEES  
RE: 2024 DAVRAA MEET

Date : March 14, 2024

In preparation for the safe, orderly and smooth conduct of the 2024 DAVRAA Meet, the host LGU-Davao City SDO-Davao City is organizing a Coordination Meeting on March 18, 2024 at Emerald Hall, NEAP XI, E. Quirino Avenue, Davao City requesting the presence of Chairs of the following members committees:

1. Reyzen Monserate	SEPS/Division Sports Officer
2. Jayzon Cardines	PDO II/Division DRRM Coordinator
3. Juvy Salise	School Head/Quarter Master Head
4. Gemma Salanga	EPS/Food Committee Head
6. Dr. Lyra Pilarte	Medical Officer III
7. Juvic Sucayre	School Head/Security Committee Head

Travel and other incidental expenses shall be charged to local funds, all subject to the usual accounting and auditing rules and regulations.

For information and compliance.

*Melanie P. Estacio*  
**MELANIE P. ESTACIO, PhD, CESO VI**  
OIC-Schools Division Superintendent  
*3/14/24*

DepEd Schools Division of Digos City  
RECORDS SECTION  
*24-119058*  
DATE: MAR 18 2024 TIME: 7:30 AM  
BY: *[Signature]*

Enclosed: As stated.

SGOD/rom



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)  
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Republic of the Philippines  
**Department of Education**  
DAVAO REGION

Office of the Regional Director

**REGIONAL MEMORANDUM**  
ESSD-2024-097

TO : Schools Division Superintendents

SUBJECT : COORDINATION MEETING WITH SELECTED COMMITTEES  
RE: 2024 DAVRAA MEET

DATE : March 12, 2024

In preparation for the safe, orderly and smooth conduct of the 2024 DAVRAA Meet, the host LGU-Davao City with SDO-Davao City is organizing a **Coordination Meeting on March 18, 2024 at Emerald Hall, NEAP-XI, E. Quirino Avenue, Davao City** requesting the presence of Chairs of the following committees of the 11 delegations and from the regional office:

- a. DRRM;
- b. Medical Team;
- c. Quarter Administration;
- d. Food Committee; and
- e. Regional/Division Sports Officer

In addition, Dr. Roy T. Enriquez, Chair of Security & Traffic Committee, RO-XI, is also advised to attend the meeting.

Travel and other incidental expenses shall be charged to local funds subject to the usual accounting rules and regulation.

Immediate dissemination of this Memorandum to all concerned is required.

**ALLAN G. FARNAZO**  
Director IV

ROE2/ajm



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