



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



DIVISION MEMORANDUM
No. 865, 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

Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002 ☎ (082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375
☎ (082) 553-8396 | (082) 553-8376 🌐 www.depeddigoscity.org ✉ digos.city@deped.gov.ph

DepEd Schools Division Office

RELEASED
16790

date: 07 SEP 2018 time: 4:00

by: 

RECEIVED 16790

Date: 04 SEP 2018 Time: 9:52 AM

By: _____

DepED
DEPARTMENT OF EDUCATION



Republika ng Pilipinas
**KAGAWARAN NG EDUKASYON
TANGGAPANG PANREHIYON XI**
Lungsod ng Dabaw

Address : F. Torres Street, Davao (8000)

Website : <http://www.region11.deped.gov.ph>

CLMD Contact Nos. : (082) 222-2653 Fax – (082)221-6147

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.

DEPARTMENT OF EDUCATION ROXI

RECORDS SECTION

RELEASED

By: _____

ROC6/jam

Date: _____

Time: _____

ATTY. ALBERTO T. ESCOBARTE, CESO III
Regional Director