



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division
Superintendent**

January 5, 2024

DIVISION MEMORANDUM

No. **005** , s. 2024

2024 TAGBILARAN CITY MEET AND TIMELINE OF SPORTS ACTIVITIES

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Education Program Supervisors
Public and Private Elementary and Secondary School Heads
Public and Private Elementary and Secondary School Sports Coordinators
All Others Concerned

1. This Office hereby announces the conduct of the 2024 Tagbilaran City Division Meet on February 17-18 and 24-25, 2024 at the different playing venues in the city of Tagbilaran in preparation for the forthcoming Central Visayas Regional Athletic Association (CVIRAA) Meet on the second week of April 2024 to be hosted by Dep Ed Cebu City Division and the Local Government Unit of Cebu City.
2. Student-athletes through their respective coaches should submit the following documents for screening and validation of the Division Screening and Accreditation Committee (DSAC):
 - 2.1. PSA Birth Certificate cutoff for Elementary January 1, 2011 and January 1, 2006 for Secondary.
 - 2.2. SF 10/Form 137 E with second quarter grades with at least 2 failing grades duly signed by the class adviser and the school principal using blue ink.
3. Coaches also are required to submit Certificate of Employment or Appointment for public school employee while Service Contract is required for private employees.
4. School Heads, Heads of Athletic Delegations and school sports coordinators are directed to strictly observed the Timeline of Sports Activities herein stipulated to wit:
 - 4.1. January 10, 2024 - *Planning Conference of School Sports Coordinators, Tournament Managers and Credentials Committee (Mrs. C. Samuya, Mr. A. Tibod Jr. & Mrs. C. Batingal @ 2:00 PM TCCES Library)*
 - 4.2. February 9, 2024 (5:00 PM) – *deadline for submission of athlete's and coaches' credentials in folder by event @ TCCES Library duly received by the DSAC.*
 - 4.3. February 12-16 AM, 2024-*checking of athletes and coaches' credentials TCCES Library.*
 - 4.4. February 16, 2024 PM- *issuance of athletes' clearance*
 - 4.5. February 26, 2024 - *Submission of the list of Qualified Athletes and Coaches for the 2024 CVIRAA by the respective tournament managers.*



H. Zamora St., Dampas, Tagbilaran City, Bohol
(038)427-1702; (038)427-2506
tagbilarancity.division@deped.gov.ph

4.6. February 28, 2024 – *submission of training matrix/proposals by the selected/qualified coaches.*

4.7. March 1-26, 2024 – *Training of athletes for CVIRAA Meet 2024.*

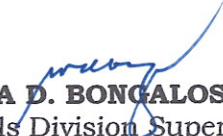

4.8. January 11-February 7, 2024 - *Medical and Dental Examination to be conducted in your respective schools with prepared Forms indicated among others the Height and Weight of student-athlete which are downloadable @bit.ly/30dj7Wv.* Please see attached enclosure.

5. The Division Medical Team is headed by Dr. Lev V. Nadela, Medical Officer III; Dr. Vida N. Romero, Dentist II; Dr. Praxedes Hocino, Dentist II, Nicasio Degamo, RN; Rhodelia B. Tumanda, RN; Adeline Carmen Dagamac, RN; and Rowena Pizarras, RN as members.

6. During the planning conference, Tournament Managers are directed to bring their recommended list of Technical Officials as well as the number of medals and valid expenditures needed in their respective events to ensure success and avoid replacements and waivers. (please refer to enclosure 2 List of Tournament Managers)

7. Since the sports activities are conducted on Non-School Days, Teacher-Participants (Coaches, Tournament Managers, Technical Officials, DSAC Members, and Members of the Management Team) are given Service Credits while Non-Teaching Personnel are provided with Compensatory Time Off (CTO) equivalent to the actual days rendered during the above-mentioned sports events.

8. Expenses relative to the conduct and participation to the said sports activities are chargeable against School MOOE and other Local Funds subject to the usual accounting and auditing rules and regulations of the government.


WILFREDA D. BONGALOS PhD CESO V
Schools Division Superintendent
Office of the Schools Division Superintendent 

ENCLOSURE 1 (SCHEDULE OF MEDICAL AND DENTAL EXAMINATION)

Date	Time	School
January 11, 2024	8:00 AM to 5:00 PM	TCCES & SSES
January 12, 2024	8:00 AM to 11:30 AM	TCCES & SSES
January 12, 2024	1:00 PM to 5:00 PM	EASTERN COGON ES
January 13, 2024	8:00 AM to 11:30 AM	COGON ES
January 13, 2024	1:00 PM to 5:00 PM	COGON HS
January 15, 2024	8:00 AM to 11:30 AM	CITY EAST ES
January 15, 2024	1:00 PM to 5:00 PM	TCSHS
January 17, 2024	8:00 AM to 11:30 AM	TALOTO/UBUJAN ES
January 17, 2024	1:00 PM to 5:00 PM	TIPTIP/CABAWAN/CTNHS
January 18, 2024	8:00 AM to 11:30 AM	DAMPAS/BOOL ES
January 18, 2024	1:00 PM to 5:00 PM	DAO ES
January 31, 2024	8:00 AM to 11:30 AM	BOOY/BOOY SOUTH ES
January 31, 2024	1:00 to 5:00 PM	MANGA ES
February 1, 2024	8:00 to 5:00 PM	MANGA NHS
February 2, 2024	8:00 AM to 11:30 AM	MANSASA NHS
February 2, 2024	1:00 PM to 5:00 PM	MANSASA ES
February 5, 2024	8:00 AM to 11:30 AM	SAN ISDRO ES
February 5, 2024	1:00 PM to 5:00 PM	SAN ISIDRO HS
February 6, 2024	8:00 AM to 5:00 PM	DCPNHS JHS
February 7, 2024	8:00 AM to 11:30 AM	DCPNHS JHS
February 7, 2024	1:00 PM to 5:00 PM	DCPNHS SHS

ENCLOSURE 2 (LIST OF TOURNAMENT MANAGERS)

EVENT	NAME OF TOURNAMENT MANAGER	SCHOOL
ARCHERY	Engr. Robert Rio	Grace Christian School
ARNIS	Annabel Anore GM Jerry Sibayan	DCPNHS PEKAF-Bohol
ATHLETICS	Frank Echalico	Manga NHS
BADMINTON	Lorna Mae Pungay David Ian Olalo	Bool ES DCPNHS
BASEBALL	Jonathan Gales Dennis Balatero	DCPNHS DCPNHS
BASKETBALL <i>ELEM BOYS 5X5</i> <i>ELEM BOYS 3X3</i> <i>SEC BOYS A</i> <i>SEC BOYS B</i> <i>SEC GIRLS</i> <i>SEC BOYS & GIRLS 3X3</i>	Victor Tesorero Simon Rios Jesilo Jala Vincent Mark Ranay Jose Arnel Rosal Felix Castano	TCCES DO TCNHS COGON NHS TCSHS DCPNHS
BILLIARDS SEC <i>BOYS & GIRLS</i>	Dougeford Castano Faustino Rey Hormiguera	TCCES TCSHS
BOXING SEC BOYS	Jeremias Relator Jonathan Membreve Kaz Harada	TCCES TCSHS HARADA GYM
CHESS ELEM <i>BOYS & Girls</i> <i>SEC BOYS&GIRLS</i>	Earl Jose Diola Oliver Arcillas	Dampas ES Booy South ES
DANCE SPORTS	Dennis Galope Edsil Lodonía	DCPNHS COGON NHS
FOOTBALL	Presco Reyes IV	DCPNHS
FUTSAL	Ma. Claire Fudalan	DCPNHS
GYMNASTICS	Hilario Aparre	DCPNHS
SEPAK TAKRAW <i>ELEM BOYS</i> <i>SEC BOYS&GIRLS</i>	Virgilio Tupos Porcino Bahalia	TCCES DCPNHS
SOFTBALL SEC GIRLS	Jerry Belecina Dr. Alma Piquero	Cabawan ES DCPNHS
SWIMMING	Ma. Preciosa Culajao Martin Kachuer Varona	DCPNHS DCPNHS
TAEKWONDO	Floriedel Pelin Master Solivan Grandeza	DCPNHS KATMA GYM
TABLE TENNIS	Joselito Gallendo Riza Nina Jacob	DCPNHS DCPNHS
TENNIS	Allan Badayos Glicer Michael Policianos	Mansasa NHS DCPNHS
VOLLEYBALL <i>ELEM BOYS</i> <i>ELEM GIRLS</i> <i>SEC BOYS</i> <i>SEC GIRLS</i>	Robert Malaya Vivian Cabudbud Engr. Lemuel Belarmino Gina Dosdos	Mansasa NHS Manga ES UB DCPNHS
PARA-GAMES / SPED	Golda Mae Olaivar	TCCES-SPED CENTER

ENCLOSURE 3

LIST OF DIVISION SCREENING AND ACCREDITATION COMMITTEE (DSAC)

Name	Position	School
1. Corazon H. Samuya	School Principal, Chairwoman	San Isidro NHS
2. Crestita Batingal	Head Teacher III, Co=Chair	Manga NHS
3. Alberto Tibod Jr.	School Principal, ICT	Mansasa NHS
4. Eufe Rhoda R. Galon	School Principal, Member	San Isidro ES
5. Proserpina A. Doroy	School Principal, Member	Manga ES
6. Lemuel Barol	Head Teacher III, Member	SSES-SPED CENTER
7. Editha Gone	School Principal, Member	Bool ES
8. Concepcion I. Gallentes	School Principal, Member	TCCES
9. Jesilo Jala	School Principal, Member	TCNHS
10. Sandra Isabel Fortich	Head Teacher V, Member	DCPNHS
11. Pilar Diez	Head Teacher II, Member	TCSHS
12. Dr. Emilla Cardinas	Head Teacher III, Member	DCPNHS
13. Dr. Lanie Gutas	Head Teacher III, Member	DCPNHS
14. Lorelie G. Anore	School Principal, Member	Taloyo ES