



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VIII
DIVISION OF CATBALOGAN CITY
Catbalogan City



DIVISION MEMORANDUM

No. 313 s. 2018

TO: Asst. Schools Division Superintendent
Chief Education Supervisors (CID & SGOD)
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Tournament Managers
District/School Sports Coordinators
All Other Concerned

FROM: 
CRISTITO A. ECO, CESO VI
Schools Division Superintendent

SUBJECT: **GUIDELINES FOR DIVISION SPORTS COMPETITION
AND 2018 SPORTS CALENDAR OF ACTIVITIES**

DATE: September 04, 2018

1. In preparation for the forthcoming 2018 Division of Catbalogan Athletic Meet which is tentatively scheduled on **October 24-27, 2018**. The main objective of the competition is to select potential and best players/athletes, coaches and officials who will represent the Division of Catbalogan City in the 2019 Regional Sports Competition as well as the 2019 Palarong Pambansa.
2. Intramurals, District and Unit Meet shall be schedule on a **Thursday, Friday & Saturday** (Please make a scheme not to disrupt classes, teaching learning process and time on tasks of teachers). Teachers who will serve as Officials of the Meet, Coaches and Chaperons during activities on Saturday will be given service credit as per DepEd Order No. 53, s. 2003 based on the number of days served upon the recommendation of their respective school heads.
3. For documentation purposes all Schools and Districts should prepare a master list of athlete starting from District/Schools level Meet indicating the list of Athletes per event, grade level, teacher adviser, coaches and officials for justification in the participation of the athlete in the higher level Meet. Parents permit and Medical certificate are compulsory for our safety and security.
4. The Cut-off date for the age requirement of the **Elementary** school athlete is on **January 1, 2016**, while that of the **Junior** and **Senior** High School Athlete is **January 1, 2001**.
5. The required documents are the following as indicated below:

REGULAR Elementary and Secondary	COACH/CHAPERON
• Athletes Record (AR-1) & (AR-2)	• Certificate of Employment
• Medical certificate	• Affidavit/Sworn Statement
• Dental Certificate	• Personal data Sheet (PDS)

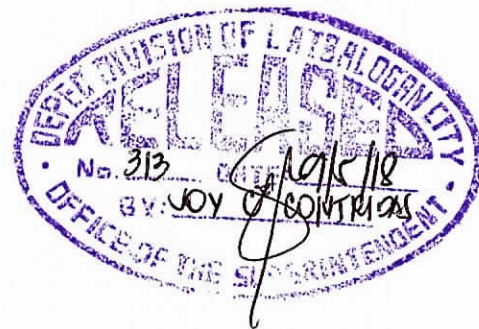


Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VIII
DIVISION OF CATBALOGAN CITY
Catbalogan City



<ul style="list-style-type: none">• Parental Consent	<ul style="list-style-type: none">• Medical Certificate
<ul style="list-style-type: none">• Form 137 certified true copy extracted from the original copy Duly signed by the principal/registrar	<ul style="list-style-type: none">• Accreditation Certificate
<ul style="list-style-type: none">• Certificate of enrollment	
<ul style="list-style-type: none">• Certificate of Live Birth(PSA)	
<ul style="list-style-type: none">• Photocopy of the latest permit of Recognition (for athletes enrolled in private schools)	
<ul style="list-style-type: none">• Eight (8) copies of 1 ½ x 1 ½ picture	

6. All Districts/Schools should organize their own Screening Committee and evaluate the veracity/authenticity of submitted documents of coaches and athletes.
7. District/Schools Chairman and District/School Sports Coordinator shall submit the final list in soft excel format and signed hard copy of selected athletes by events of their respective units to **Ma. Cecilia C. Llever for the Elementary Level** and to **Rosita B. Lim for Secondary Level** on or before **September 26, 2018**, in preparation for planning and budgeting for the City Meet.
8. Division Screening of selected athletes by District/Schools will be on the **last week of September 2018**. **NO DOCUMENT NO PLAY** Policy, starting the lower meet shall be observed.
9. Attached herewith are the list of **sports events** to be played, **calendar of activities and composition of District/Schools Athletic Delegation**, for a better and successful conduct of the different competition
10. Immediate dissemination of this Memorandum is desired.





Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VIII
DIVISION OF CATBALOGAN CITY
Catbalogan City



Enclosure No. 1 to Division Memorandum No. 313 s. 2018

EVENTS TO BE PLAYED: ELEMENTARY LEVEL

EVENTS	NUMBER ATHLETES		OF	COACHES	Assistant Coach	Chaperons	TOTAL
	Boys	Girls					
Arnis	3	3		2		1	9
Athletics	12	12		4		2	30
Badminton	4	4		2	2	1	13
Baseball	12	0		1	1		14
Basketball	12	0		1			13
Chess	2	2		1		1	6
Football ✓	18	0		1			19
Rhythmic Gymnastics (RG)	0	3		1			4
Men's Artistic Gymnastics (MAG)	3	0		1			4
Women's Artistic Gymnastics (WAG)	0	3		1		1	5
Sepak Takraw Junior	4	0		1			5
Softball	0	12		1	1	1	15
Swimming	10	10		2		1	23
Table Tennis	4	4		2		1	11
Taekwondo	6	6		2		1	15
Tennis	4	4		2		1	11
Volleyball	12	12		2	2	1	29
TOTAL	106	75		27	6	12	226

EVENTS TO BE PLAYED: SECONDARY LEVEL

EVENTS	NUMBER ATHLETES		OF	COACHES	Assistant Coach	Chaperons	TOTAL
	Boys	Girls					
Arnis	5	5		2		1	13
Archery	4	4		2		1	11
Athletics	15	15		4		1	35
Badminton	4	4		2	2	1	13
Baseball	12	0		1	1		14
Basketball	12	12		2		1	27
Billiards	2	2		2		1	7
Chess	2	2		1		1	6
Football	18	0		1			19
Futsal	0	12		1		1	14



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region VIII
DIVISION OF CATBALOGAN CITY
 Catbalogan City



Rhythmic Gymnastics (RG)	0	3	1			4
Men's Artistic Gymnastics (MAG)	3	0	1			4
Women's Artistic Gymnastics (WAG)	0	3	1		1	5
Sepak Takraw	5	5	2		1	13
Softball	0	12	1	1	1	15
Swimming	10	10	2		1	23
Table Tennis	4	4	2		1	11
Taekwondo	10	10	2		1	23
Tennis	4	4	2		1	11
Volleyball	12	12	2	2	1	29
Wrestling ✓	5	5	2		1	13
TOTAL	134	124	37	6	17	318

DEMONSTRATION SPORTS

Sports/Events	category	Athletes	Coaches	Chaperon	Total
Dance Sports	Elementary	2 pairs: 2B/2G	1	1	10
	Secondary	2 pairs: 2B/2G			
Aero Gymnastics	Elementary	2 boys and 3 girls	1		6
	Secondary	2 boys and 3 girls	1		6
TOTAL		18	3	1	22



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VIII
DIVISION OF CATBALOGAN CITY
Catbalogan City



Enclosure No. 2 to Division Memorandum No. 313 s. 2018

CALENDAR OF ACTIVITIES FOR SPORTS SY 2018-2019

DATE	ACTIVITY	PERSONNEL INVOLVED	Means of Verification (MOV's)
September 3-8, 2018	Profiling of Athletes	<ul style="list-style-type: none">• RSAC Officials• School Heads• Sports Coordinators• Coaches• Athletes	<ul style="list-style-type: none">• List of Selected Athletes• Documentation• Reports
	<ul style="list-style-type: none">• School selection• Organization/Orientation Of District/Schools Accreditation and Screening committees (DSAC)		
September 13-15, 2018	Districts/Unit Meet	<ul style="list-style-type: none">• School Head• Sports Coordinator• Teacher• Athletes	<ul style="list-style-type: none">• Complete List of Athletes• Documentation• Reports
And Sept. 20-22, 2018	School Intramurals		
September 28-30, 2018	District Sports Clinic	<ul style="list-style-type: none">• Sports Coordinator• Coache/officiating	<ul style="list-style-type: none">• List of Coaches/officiating by events
October 1-5, 2018	<ul style="list-style-type: none">• Screening of Documents of Athletes• Final Selection of Athletes	<ul style="list-style-type: none">• Districts/Schools Screening Committees• Sports Coordinators• Coaches/Trainers	<ul style="list-style-type: none">• Complete Athletics documents
October 8-12, 2018	<ul style="list-style-type: none">• Submission of Final Masterlist of Athletes• Division Screening of Selected Athletes	<ul style="list-style-type: none">• District/Schools Screening Committee• District/schools Sports Coordinators• Coaches	<ul style="list-style-type: none">• Documentation• Report• Complete List of Athletes
October 24-27, 2018	<ul style="list-style-type: none">• Solidarity Meeting• City Meet	<ul style="list-style-type: none">• Working Committees• DSAC• District/School Sports Coordinators• Tournament Managers• Coaches• Athletes	<ul style="list-style-type: none">• Complete List of Athletes• Documentation• Reports
November 5-9, 2018	<ul style="list-style-type: none">• Deliberation/ Final Selection of Athletes• School Based live-out training of Selected Athletes	<ul style="list-style-type: none">• Division Screening Committee• Tournament managers• Sports Coordinators• Coaches	<ul style="list-style-type: none">• Complete List of Athletes Documents• Reports



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VIII
DIVISION OF CATBALOGAN CITY
Catbalogan City



December 2018	<ul style="list-style-type: none">• Concentration Training of Selected Athletes for EVRAA 2019	<ul style="list-style-type: none">• Working Committees• DSAC• Tournament managers• Sports Coordinators• Coaches	<ul style="list-style-type: none">• Complete List of Athletes Documents• Reports
---------------	--	---	---

COMPOSITION BY DISTRICT/SCHOOLS

ELEMENTARY LEVEL	SECONDARY LEVEL
Catbalogan I District	Samar College
Catbalogan II District	Saint Mary's College
Catbalogan III District	EVRSHS
Catbalogan IV District	CCAIS
Catbalogan V District	Comprehensive (CNCHS)
Catbalogan VI District	Samar National School
Catbalogan VII District	Guinsorongan NHS
Catbalogan VIII District	Silanga NHS
Catbalogan IX District	Pangdan NHS
Catbalogan X District	Antonio G. T. NHS