



57  
DEC 06 2023  
1p

Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
REHIYON V

**TANGGAPANG PANGSANGAY NG MGA PAARALAN NG LUNGSOD NAGA**

December 5, 2023

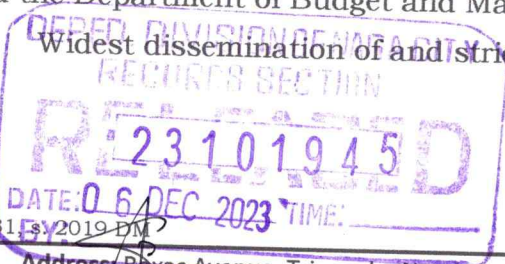
**DIVISION MEMORANDUM**

Number 252, s. 2023

**DIVISION SPORTS TIMELINE OF ACTIVITIES FOR THE  
SCHOOL YEAR 2023-2024**

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

1. In pursuit to the effectivity and efficiency of the approved Project Sports Continuity and Recovery Plan (SCORE) and the Division Strategic Plan DepEd Naga ADVANCE, this Office issues Division Sports Timeline of Activities to be followed this School Year 2023-2024.
2. The primary objectives of this activity are the following:
  - 1) to prepare sports schedule of activities this school year 2023-2024.
  - 2) to provide the Student Athletes, Coaches, Trainers, Sports Enthusiasts, and DepEd Officials an avenue for sports activities based on the latest policies and guidelines; and
  - 3) capacitate them with the new technical knowledge and updates on their respective events.
3. The Division Sports Timeline of Activities, Mechanics, List of Working Committees, and Sports Managers (SM) are hereby issued in the attached Enclosures.
4. An Orientation Meeting of the Technical Working Committee/Secretariat members, School Sports Coordinators, and Sports Managers (SM) will be conducted on January 5, 2024, 2:00 p.m. The specific venue to be announced in the separate issuance.
5. Participants are expected to prepare their respective locator slips before leaving their stations.
6. Travel, Food and other related expenses of the participants shall be charged against Special Education Fund (SEF), MOOE/Local Fund, and/or other available funds, subject to the usual accounting and auditing rules and regulations.
7. Participants to this sports activities shall be granted service credits/compensatory overtime credit for their services rendered on Saturdays, Sundays, and Holidays pursuant to paragraph 5.3 letter K of Joint circular of the Civil Service Commission (CSC) and the Department of Budget and Management (DBM) dated October 4, 2004.
8. Widest dissemination of and strict compliance with this Memorandum is desired.



**SUSAN S. COLLANO CESO V**  
School Division Superintendent

DO 31, 2019 DM

Address: Roxas Avenue, Triangulo, Naga City  
Telephone No.: 054-871-3455  
Email Address: naga.city@deped.gov.ph  
Website: www.depednaga.ph





Republika ng Pilipinas  
**Kagawaran ng Edukasyon**

REHIYON V

**TANGGAPANG PANGSANGAY NG MGA PAARALAN NG LUNGSOD NAGA**

Enclosure No. 1, to the Division Memorandum No. 312, s 2023

**A. DIVISION SPORTS TIMELINE OF ACTIVITIES FOR THE SY 2023-2024**

Date	Sports Activities	Person Concerned
November-December 2023. , After Class, Week-ends and Holidays. 11 <sup>th</sup> week of the 1 <sup>st</sup> Quarter.	1. Identification of student athletes, Coaches, Chaperons, and Sports Officials. 2. School Sports Preparations and Selection 3. School Intramurals	PSDS, School Heads, School Sports Coordinators, and School Teachers
January 2024 After Class, weekends & Holidays	1. School-based intensive Trainings in preparation for the Palarong Panlungsod 2024 2. Preparation of Athletes, Coaches and Chaperons Requirements	PSDS, School Heads, School Sports Coordinators, and School Teacher-Coaches
January 5, 2024 2:00 a.m. Venue TBA	Coordination Meeting with the Public and Private School Sports Coordinators and Sports Managers.	Top Management, TMC, TWC, TWG, Secretariat, SSC, & SM
January 22-31, 2024	On-line Submission of Athletes' Documents	Screening Committee, ICT, and Coaches.
February 2, 2024	Submission of the Hard Copy Athletes, Coaches Requirements.	Screening Committee, ICT, and Coaches
February 3, 2024 Saturday	Lakaw Dalagan Para sa Athletang Nagueño	DepEd-Naga Top Management, DSO, PSDS, TWC, School Heads, School Sports Coordinators, Sports Managers and Tournaments Officials
February 8-9, 2024	Validation of Documents	Screening Committee with Coaches/Chaperons and Sports Managers
February 12-16, 2024	Preparation of Authenticated List and Division Memorandum	Screening Committee
February 16, 2024	Issuance/Posting of Memo of SDS approved Authenticated List of Players	Screening Committee Sports Managers
February 17-18, 2024 8:00 a.m - 5:00 p.m. MNSC/JMRC	Opening Program Solidarity Meeting Sports Refresher Course	All Concerned
February 24-25, 2024	Palarong Panlungsod 2024 <b>Team Sports</b> <b>(Specialization/Crossbats)</b>	All Concerned
March 2-3, 2024	<b>Individual/Dual Sports</b> <b>(Specialization/Time Trial)</b>	
March 9, 2024	Awarding Ceremony	All Concerned/Winners
March 2024 After Class, weekends and holidays	Division Sports Intensive Trainings in preparation for the Regional Meet (Bicol Meet)	
April 2024	Palarong Bicol 2024	DepEd ROV, DepEd-Naga Top Management, DSO, PSDS, TWC, Sports Managers, and Tournament Officials
May 2024	Regional Concentration Training in Preparation for the Pre National Qualifying Meet and Palarong Pambansa 2024	
July 2024	Palarong Pambansa 2024	

23101945  
06 DEC 2023

DO 31, s. 2019 DM

Address: Roxas Avenue, Triangulo, Naga City

Telephone No.: 054-871-3455

Email Address: naga.city@deped.gov.ph

Website: www.depednaga.ph







Republika ng Pilipinas  
**Kagawaran ng Edukasyon**

REHIYON V

**TANGGAPANG PANGSANGAY NG MGA PAARALAN NG LUNGSOD NAGA**

Enclosure No. 2, to the Division Memorandum No. 372, s 2023

**B. MECHANICS:**

1. The Schools and District Offices may opt to deviate from the abovementioned timeline of activities and conduct their respective selection of athletes/meets on a staggered basis.
2. The time for the selection and trainings of athletes must not disrupt classes. It should be done after class, on weekends, and holidays.
3. The selection events will be economical, efficient, and quality. The schools will send well organized delegation to the Division Meet .
4. The Sports Scheme for the Selection of Athletes in the Division Meet shall be Tournament Specialization and Cross bats/Time Trials. Only the team of students' athletes that has full potentials, remarkable records, numerous experienced and with quality performance are encouraged to participate. The teachers and other school based personnel coaches must have the skills, training and accreditation in their respective sports events.
5. No Athletes' and Coaches' requirements/papers, NO Play.
6. The conduct of official regular sports in the elementary and secondary levels as provided by DepEd Order No. 005, s. 2023 and Section 27 of Rule VI of the Implementing Rules and Regulation (IRR) of Republic Act (RA) 10588 otherwise known the Palarong Pambansa Act of 2013 shall remain to be played in this school year. On the condition that if there shall have any changes or issuances coming from the Central Office/Palarong Pambansa Secretariat regarding the latest sports guidelines, said changes/order shall prevail.
7. The cut off date for the ages of all student athletes:
  - a. Elementary Level - January 2011
  - b. Secondary Levels - January 2006

23101945  
06 DEC 2023

DO 31, s. 2019 DM



Address: Roxas Avenue, Triangulo, Naga City  
Telephone No.: 054-871-3455  
Email Address: naga.city@deped.gov.ph  
Website: www.depednaga.ph





Republika ng Pilipinas  
**Kagawaran ng Edukasyon**

REHIYON V  
**TANGGAPANG PANGSANGAY NG MGA PAARALAN NG LUNGSOD NAGA**

Enclosure No. 3 to the Division Memorandum No. 32, s. 2023

**LIST OF DEPED NAGA EXECUTIVE COMMITTEE, TECHNICAL WORKING COMMITTEE, SECRETARIAT AND SPORTS MANAGERS**

**I. Executive Committee**

No.	Name	Designation
1	Susan S. Collano PhD CESO V	Chairman, Schools Division Superintendent
2	Cecile C. Ferro PhD CESO VI	Co-Chairman, Asst. Sch. Div. Superintendent
3	Annaliza F. Abuloc PhD	CID Chief
4	Michael A. Del Rosario PhD	OIC, SGOD Chief
5	Mary Ann B. Rosauo	Administrative Officer V

**II. Technical Working Committee**

No.	Name	Designation
1	Orencio M. Chavez	Over-All Chairman, Division Sports Officer
2	Jobert P. Narvadez EdD	EPS SGOD, Co-Chairman for Communication
3	Elvin B. Monroy PhD	EPS MAPEH, Co-Chairman-Event Monitoring
4	Atty. Michael Noe B. Dizon	Division IT Officer, Co-Chairman for ICT
5	Oscar M. Chavez	Member-Venue and Facilities
6	Louie SJ. Navelgas	Member-Training Staff
7	Ronnie B. Malate	Member-President DNSA

**III. Secretariat**

No.	Name	Designation
1	Michael Baldres	Chairman
2	Luningning M. Sabio	Co-Chairman
2	Dianne Mae M. Casin	Member-Program and Invitation
3	Jenifer D. Adolfo	Member-Documentation
4	Michelle R. Cedro	Member-Attendance
5	Angelica Zabala	Member
6	Benjamin R. Reapor	ICT
7	John Mark B. De Guzman	ICT

**IV. Screening Committee**

No.	Name	Designation
1	Benedik R. Warren Ubante	Chairman
2	Fernando M. Carandang	Co-Chairman
3	Rick M. Ruizo	Member
4	Joanne Sebastian MD	Member
5	Atty. Michael Noe. B. Dizon	Member/ICT

23101945  
06 DEC 2023

DO 31, s. 2019 DM



Address: Roxas Avenue, Triangulo, Naga City  
Telephone No.: 054-871-3455  
Email Address: naga.city@deped.gov.ph  
Website: www.depednaga.ph







Republika ng Pilipinas  
**Kagawaran ng Edukasyon**

REHIYON V

**TANGGAPANG PANGSANGAY NG MGA PAARALAN NG LUNGSOD NAGA**

**V. Sports Managers (SM)**

No.	Event	Names		
1	Archery	Noe A. Collantes	Karlo S. Bobos	
2	Arnis	Aldrin Maravilla	Levi San Jose	
3	Athletics	Moises Alpa R. Cortez Gina M. Napay	Rommel M. Napocao Pablo Ribano	
4	Badminton	Arlene C. Male	Margile A. Redita	
5	Baseball	Everrome R. Asico	Mechellen N. Boncodin	
6	Basketball	Jil P. Buena	Louie SJ. Navelgas	
7	3x3	Ryan-Rey M. Sanie	Michael Philip R. Fausto	
8	Billiards	Melchor E Flores	Joselito B. Boringot	
9	Boxing	Allan Jake B. Dimaculangan	Elmar S. Parro	
10	Chess	April SR. So	Imee S. Bismonte	
11	Dancesport	Jennifer G. Nachor	Elena V. Relato	
12	Football	Michael Angelo Benito	Salvador Azañes	
13	Futsal	Janet B. Betua	Victor B. Suron	
14	Gymnastics	Ronnie B. Malate	Rey T. Obligacion	
	a. RG	Jerry E. Cortas, Jr.		
	b. MAG	Rikhaela Grado	Maricel G. Salvo	
	c. WAG	Junita T. Abilay	Emma B. Cayonte	
	d. Aero	Jennifer G. Abarientos	Eubert Orolfo	
15	Pencak Silat	Raymond A. Gutierrez	Miraflor L. Renon	
16	Sepak Takraw	Roy B. Fabay	Jerick G. Ricafrente	Crispin O. Martillano
17	Softball	Glenn Lawrence Ian Osabal	Elvie P. Santillas	
18	Swimming	Flordeliza A. Abogado Jesus Pascual B. Aguilar	Eusebio F. Belarmino Armi F. Lejarde	
19	Table Tennis	Salvador S. Berja	Rafael II G. Molina	
20	Taekwondo	Homer B. Celeste	Ma Leslie Anne Mañago	
21	Tennis	Wilmur C. Amparo	Elsie A. Poveda	
22	Volleyball	Ian Jake O. Olaso	Evangeline A. Sayson	
23	Weightlifting	Jerome E. Lumabi	Dustin S. Bichara	
24	Wrestling	John Oliver B. Chavez	Kea A. Reblando	
25	Special Event	Anna Regina T. Navarro	Mellard A. Japson	

23101945

06 DEC 2023

DO 31, s. 2019 DM

Address: Roxas Avenue, Triangulo, Naga City

Telephone No.: 054-871-3455

Email Address: naga.city@deped.gov.ph

Website: www.depednaga.ph

