



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

November 6, 2023

DIVISION MEMORANDUM

No. 374-A, s. 2023

DIVISION SPORTS PLANNING CONFERENCE FOR SY 2023-2024

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisors
Division Sports Officer
Public Schools District Supervisors/Principals In-Charge
District Sports Coordinators
Tournament Managers
All Others Concerned

1. In preparation for the forthcoming 2024 Provincial Athletic Meet, a **SPORTS PLANNING CONFERENCE** will be held on November 8, 2023, 8:00 a.m. at the Bulwagan ng mga Guro, Catarman, Northern Samar.
2. This activity aims to:
 - a. give updates regarding the conduct of the Division Sports Activities using the 3-year Division Sports Plan (2023-2026);
 - b. revisit and review game mechanics and sports events to be played, safety protocols, and other technical management concerns; and
 - c. discuss other concerns regarding athletic meet.
3. The expected participants to the activity are the Division CID Chief and the Division Sports Officer; forty-six (46) District Heads; forty-six (46) District Sports Coordinators; and, thirty-one (31) Sports Tournament Managers during the 2023 Provincial Athletic Meet.
4. Expenses incurred relative to this activity shall be charged against Division/School MOOE. No snacks and meals will be served during the conference.
5. This Memorandum serves as the **TRAVEL ORDER** of the participants and the Division Personnel in attendance.
6. Immediate dissemination of and compliance to this Memorandum are desired.

GAUDENCIO C. ALJIBE JR., PhD., CESO VI
Schools Division Superintendent



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11-6-23