



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

February 19, 2024

DIVISION MEMORANDUM
No. 057, s. 2024

**DIVISION SCREENING AND EVALUATION OF DOCUMENTS OF COACHES
ASSISTANT COACHES, CHAPERONS AND ATHLETES
AND PROGRAM PREPARATION FOR THE 2024
NORTHERN SAMAR PROVINCIAL ATHLETIC
ASSOCIATION (NSPAA) MEET**

To: Assistant Schools Division Superintendent
Division Chiefs (CID and SGOD)
Education Program Supervisors
District / School Heads (Elementary, Secondary & SHS)
District Sports Coordinators
Tournament Managers, Officiating Officials
Coaches, Asst. Coaches
All Others Concerned

1. In line with the conduct of the 2024 Northern Samar Provincial Athletic Meet on March 3-7, 2024, this Schools Division Office hereby announces the Division Screening and Evaluation of Coaches', Assistant Coaches', Chaperons', and Athletes' Documents and program preparation on the dates and venues stipulated in the table below:

Date	Activity	Persons Involved	Venue
February 19-20, 2024	Enhancement and Finalization of needed/lacking documents	Unit Screening and Accreditation Committee (USAC)	Respective Districts/Unit
February 19-21, 2024	Preparation/Production of ninety-second promotional video	Omar O. Ty (DSO), Felix J. Ladeño (EPS), Argie L. Ty Mark Kim A. Jazmin	CID Office, Division of Northern Samar
February 21-22, 2024	Final Screening & Evaluation of Coaches', Assistant Coaches', Chaperons' and Athletes' Documents	-DSO -USAC -Division Screening and Accreditation Committee (DSAC) -NSPAA Officers with the Layout Artists	Bulwagan ng mga Guro, Deped Division Office, Catarman, Northern Samar
February 23 - 29,	-Sorting-out of Athletes' and Coaches' Documents	DSO, DSAC, NSPAA Officers	Bulwagan ng mga Guro,



Mabini St., Brgy. Acacia, Catarman, 6400, Northern Samar
Telefax: (055) 500 9801
northernsamar.deped.gov.ph





Republic of the Philippines
Department of Education
REGION VIII

SCHOOLS DIVISION OF NORTHERN SAMAR

2024	-Final encoding and printing of the List of Unit Delegation on the Souvenir Program	with the Layout Artists, NSPAA Secretariat	Catarman, Northern Samar
------	---	--	--------------------------

2. This activity aims to:

- screen and thoroughly review the required documents from coaches and athletes for them to qualify and participate in the 2024 Northern Samar Provincial Athletic Association Meet;
- provide technical assistance to coaches in finalizing data and in submitting error-free documents to the Division Screening and Accreditation Committee (DSAC);
- submit finalized package of documents per athletic event;
- encode then print the copies of the souvenir program where the list of qualified athletes and coaches are included; and,
- appreciate the importance of having a complete, perfect package of athletes and coaches documents in the conduct of the different athletic events.

3. Participants to the listed activities are the following;

No.	Persons Involved	Task/Role
1.	Omar O. Ty	EPS - Division Sports Officer
2.	Felix J. Ladeño	EPS – English
3.	Joel A. Salor	NSPAA President
4.	Lucio S. Lobos	NSPAA Vice President
5.	Alma G. Solayao	NSPAA Secretary
6.	Gigi S. Cabullo	NSPAA Treasurer
7.	Arnio L. Saludario	NSPAA Auditor
8.	Petronilo M. Panis	NSPAA Business Manager
9.	Meriam C. Reyes	NSPAA PIO (Pacific Area)
10.	Mary Jane M. Aguire	NSPAA PIO (Central Area)
11.	Denmar M. Fernandez	NSPAA PIO (Balicuatro Area)
12.	Adonis Fel U. Flores	NSPAA Liaison Officer
13.	Argie L. Ty	NSPAA Lay out Artist
14.	Rufino I. Beso	NSPAA Secretariat
15.	Mark Kim A. Jazmin	NSPAA Secretariat
16.	Joey B. Morales	NSPAA Secretariat
17.	Antonnitte A. Sosing	NSPAA Secretariat
18.	Arnoldo B. Rosales	Division SAC
19.	Ryan A. Pelonia	Division SAC





Republic of the Philippines
Department of Education

REGION VIII

SCHOOLS DIVISION OF NORTHERN SAMAR

20.	Ma. Nesly Ann Santiago	Unit I SAC
21.	Ma. Lita Eulin	Unit I SAC
22.	Marielle Bonabon	Unit I SAC
23.	Melody B. Almasco	Unit II SAC
24.	Ivy A. Estavillo	Unit II SAC
25.	Soledad Jao	Unit II SAC
26.	Celso Capawing	Unit III SAC
27.	Victor Mendieta	Unit III SAC
28.	Victor Hugo Ballicud	Unit III SAC
29.	Arnoldo B. Rosales	Unit IV SAC
30.	Freddie B. Ortenero	Unit IV SAC
31.	Ryan A. Pelonia	Unit IV SAC
32.	Perla Morillos	Unit V SAC
33.	Rosalyn Cerujano	Unit V SAC
34.	Ma. Carmela Olchondra	Unit V SAC
35.	Rufino O. Jaro	Unit VI SAC
36.	Markgil Balingit	Unit VI SAC
37.	Jay Romulo C. Alaras	Unit VI SAC
38.	Cecelia R. Doria	Unit VII SAC
39.	Maricel Gorgionia	Unit VII SAC
40.	Marven Picardal	Unit VII SAC

4. Travel and other incidental expenses incurred by the participants relative to the above-mentioned activities shall be charged to the School MOOE, District/Unit/School Athletic Funds, Local Funds subject to the existing accounting and auditing rules and regulations.

5. Service Credits (SC) and Compensatory Time-Off (CTO) shall be granted to the identified participants during the said activities which fall on a Saturday, Sunday and Holiday. The SC and CTO requirements shall be submitted immediately to the personnel in-charge (Office of the Administrative Officer) after the conduct of the activity.

6. This Memorandum serves as Travel Order/Authority of the participants.

7. Immediate dissemination of and compliance to this Memorandum are desired.


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

