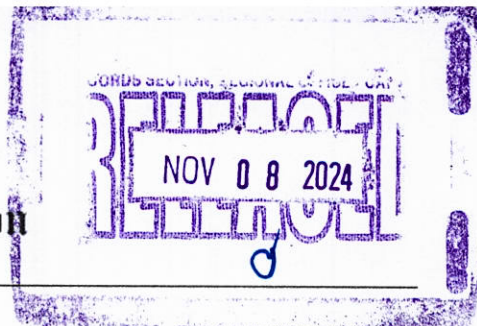




REGIONAL MEMORANDUM
ESSD - 2024 - 1218

To: Schools Division Superintendents) Division of Bayugan City
) Division of Bislig City
) Division of Butuan City
) Division of Surigao del Norte
All Others Concerned

PARTICIPATION IN THE SPORTS MANAGEMENT SEMINAR

1. The division offices concerned are informed that the Palarong Pambansa Secretariat will conduct the Sports Management Seminar on **November 19-22, 2024**, at Ninong's Hotel, Legazpi City, Albay.
2. The seminar aims to:
 - a. understand the concept of management and organization.
 - b. apply planning, organizing, leading, and assessing a range of school sports programs and competitions.
 - c. demonstrate effective and efficient knowledge of leadership theory and implementation.
 - d. identify and understand the factors that shape schools sport environment and culture; and,
 - e. appreciate sport as an effective medium for integrating gender issues, ethnic, religious, and disabilities interests.
3. Participants of the seminar are the Regional and Division Sports Officers managing their delegation's preparation and participation in the Palarong Pambansa.
4. For this seminar, the following Division Sports Officers (DSOs) are selected to participate:

Division Office	Name of DSO
Bayugan City	Delbert Dela Calzada
Bislig City	Rex Apillanes
Butuan City	Fe M. Puspup
Surigao del Norte	Vilma O. Juanite

5. Participants are expected to arrive at the venue on November 19, 2024, and depart on November 22, 2024. First meal is dinner, and the last meal is lunch. Participants are required to present their approved Travel Authority during the registration.



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6. Transportation costs and incidental expenses will be charged against their respective local funds/MOOE while food and accommodation expenses will be charged against the 2024 Physical Fitness and Schools Sports (PFSS) Funds. All expenses are subject to the usual accounting and auditing rules.

7. Attached is the OM-OUOPS-2024-06-09047 for reference. For more information, please contact the Palarong Pambansa Secretariat at telephone nos. (02) 8687-4146 or via email at palarong.pambansa@deped.gov.ph.

8. For dissemination.

MARIA INES C. ASUNCION, CESO IV
Director III
Officer In-charge
Office of the Regional Director

Encl.: As stated

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

SEMINARS SPORTS TRAINING PROGRAM

ESSD/mpb
11/08/2024





Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

OM-OUOPS-2024-06 - 09047

**TO : REGIONAL DIRECTORS
REGIONAL SPORTS OFFICERS
DIVISION SPORTS OFFICERS
SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED**

FROM : Atty. REVSEE A. ESCOBEDO
*Undersecretary for Operations
Secretary-General, Palarong Pambansa*

SUBJECT : SPORTS MANAGEMENT SEMINAR

DATE : 28 October 2024

In support to the Department of Education's (DepEd) thrust of promoting and elevating the quality of the *Palarong Pambansa* particularly the effective and efficient management and implementation of school sports programs in the field, this Office, through the *Palarong Pambansa* Secretariat shall conduct the **Sports Management Seminar** from **November 19 to 22, 2024** at the **Ninong's Hotel, Legazpi City, Albay**.

The activity is part of the capacity-building program for school sports implementers primarily aimed at improving the aptitudes of DepEd personnel serving as sports officers in the division and regional level. Specifically, the Seminar aims to:

- Understand the concept of management and organization.
- Apply planning, organizing, leading, and assessing a range of school sports programs and competitions.
- Demonstrate effective and efficient knowledge of leadership theory and implementation.
- Identify and understand the factors that shape schools sport environment and culture; and
- Appreciate sport as an effective medium for integrating gender issues, ethnic, religious, and disabilities interests.

The target participants to the activity are the *Palarong Pambansa* **Regional Sports Officers** and **Division Sports Officers** who manage the preparation and participation of their respective delegation to the *Palarong Pambansa*.

Each region shall send **four (4) Division Sports Officers** who oversee sports program of their respective regions in the *Palarong Pambansa*.

The list of regional participants with the following information shall be sent to email address palorong.pambansa@deped.gov.ph on or before **November 8, 2024**:

- a. **Full Name (First Name, Middle Initial, Last Name);**
- b. **Name of Region and Division**
- c. **Contact Number**
- d. **DepEd Email Address**

Participants are expected to arrive at the venue on **November 19, 2024**, for the registration as they present their approved **travel authority** and depart on **November 22, 2024**. The first meal to be served is **dinner** and the last meal is **lunch**.

All concerned are enjoined to authorize the attendance of their region's respective participants to the Seminar. In case of teacher-participants, the School's Division Offices, through the school heads, shall ensure that a substitute teacher will take over the classes in the absence of their respective teaching personnel who will participate in the activity to prevent disruption of classes.

Expenses such as travel, food, accommodation, and other incidental expenses to be incurred by the *Palarong Pambansa* Secretariat, resource persons, and other members of the management team shall be charged against the **2024 Physical Fitness and Schools Sports (PFSS) Funds**.

Further, travel expenses to be incurred by the participants shall be charged against its local funds/MOOE, while food and accommodation expenses are chargeable against the 2024 PFSS Funds.

All expenditures are subject to the usual government accounting and auditing rules and regulations.

For more information and inquiries, all concerned may contact the *Palarong Pambansa* Secretariat at telephone number (02) 8687-4146 or through its official email address palorong.pambansa@deped.gov.ph.

Immediate and wide dissemination of this Memorandum is desired.