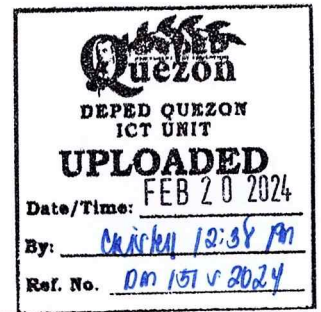




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



19 February 2024

DIVISION MEMORANDUM

DM No. 01, s. 2024

VIRTUAL MEETING OF ALL WINNING COACHES FOR PALARONG QUEZON 2024 AND SCHEDULE OF SUBMISSION AND SCREENING OF DOCUMENTS

To: Assistant Schools Division Superintendents
Division Chiefs
Public Schools District Supervisors
Public and Private School Heads
All Others Concerned

1. Relative to the conduct of Palarong Quezon 2024 and to comply with the national rules and guidelines on screening and evaluation of sports documents of athletes, coaches, assistant coaches, chaperons, there will be a **Virtual Meeting of all Winning Coaches** on February 22, 2024, 1:00 p.m. via zoom **Meeting ID: 839 1672 2391 Passcode: 123456** and **Submission and Screening of Documents** of athletes, coaches, assistant coaches, and chaperons on March 1, 2024 at the Sevilla's Resort, Domoit, Lucena City.
2. Hereunder are the topics for the virtual meeting:
 - Documentary Requirements of Athletes, Coaches and Chaperon
 - Process on the Screening of Documents
 - Interview of Athletes, Coaches and Chaperon
 - Replacement of Athletes, Coaches and Chaperons
3. Likewise, winning Coaches and Division Screening and Accreditation Committee (DSAC) and select members are advised to report at the Sevilla's Resort, Lucena City on March 1, 2024 and bring the necessary documents for the screening and evaluation of athletes, coaches, assistant coaches, and chaperon's documents.

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4. Travel and incidental expenses of the participants and DSAC shall be charged to their School MOOE/local funds and other source of funds subject to usual accounting and auditing rules and regulations.

5. Immediate dissemination and compliance of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

cid-ims/jarm/02/19/2024

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