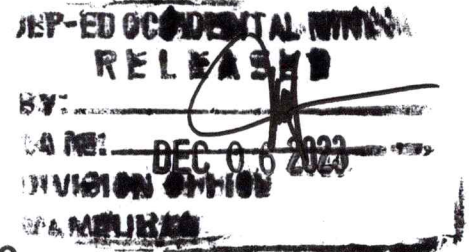




Republic of the Philippines
Department of Education
MIMAROPA REGION

SCHOOLS DIVISION OF OCCIDENTAL MINDORO



Office of the Schools Division Superintendent

December 5, 2023

DIVISION MEMORANDUM
No. 004001 s. 2023

**PRE-PLANNING CONFERENCE FOR 2024 DIVISION SPORTS ACTIVITIES CUM
EVALUATION OF 2023 DIVISION SPORTS ACTIVITIES**

To: OIC, Office of the Asst. Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Division Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. Relative to the preparation for the 2024 Division Sports Activities, this Memorandum serves to convene select personnel for a Pre-Planning Conference to lay the groundwork for a successful and well-organized events. This shall be held on December 9, 2023, 8:30 AM at a venue in Mamburao yet to be announced.
2. Plans shall be made in the light of the 2023 Sports Activities to identify more appropriate activities and interventions for this year's Sports Activities. Hence, inputs in template (see Enclosure 1) as requirement shall be accomplished by all Committee Chairpersons and District Sports Leaders.
3. Participants to this activity are the Chairperson of the different committees of 2023 Provincial Sports Meet as well as the Sports Leader of all the school districts (see Enclosure 2).
4. Travelling and other incidental expenses of the participants shall be charged against the Division, School MOOE/Local Funds subject to the usual accounting and auditing rules and regulations.
5. A one (1) day Compensatory Overtime Credit (COC) shall be given to School Heads, & SDO Personnel per Joint Circular No.2, s. 2014 of the Civil Service Commission (CSC) and the Department of Budget and Management (DBM), i.e., "Non-Monetary Remuneration for Overtime Services rendered

MTD



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during holidays and weekends,” and Vacation Service Credit for select teaching personnel per DO No. 53, s.2003, “Updated Guidelines on Grant of Vacation Service Credits to Teachers.”

6. For information and compliance.



LOIDA P. ADORNADO, PhD, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



**PRE-PLANNING CONFERENCE FOR 2024 DIVISION SPORTS ACTIVITIES CUM
EVALUATION OF 2023 DIVISION SPORTS ACTIVITIES**

Indicative Program of Activities

TIME	Activity
8:00 – 8:30	Registration
8:30 – 8:45	Opening Program
8:45 – 9:30	Presentation of 2023 Provincial Meet Accomplishments
9:30 – 9:45	S N A C K S
9:45 – 11:00	Evaluation of 2023 Provincial Meet & MRAA Meet
11:00 – 12:00	Gathering of best practices and possible interventions for better outcomes
12:00 – 1:00	L U N C H
1:00 – 3:00	Planning session for 2024 Provincial Sports Meet <ul style="list-style-type: none"> • Proposed Date & Venue • Events to be Played • Quality Standards • Other Matters
3:00 – 3:15	S N A C K S
3:15 – 4:00	Cont. : Planning session for 2024 Provincial Sports Meet
4:00 – 4:30	Ways Forward
4:30 – 5:00	Clearing House Closing Program

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Enclosure 1_ Pre-Planning Conference for 2024 Division Sports Activities cum Evaluation of 2023 Division Sports Activities

Particulars	Issues and Concerns	(Put a check mark of the event being evaluated)		Action Taken	Recommendations
		Provincial Meet	MRAA		
c. Athletics					
d. Badminton					
e. Billiards					
f. Chess					
g. Futsal					
h. Football					
i. Table Tennis					

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Enclosure 1_ Pre-Planning Conference for 2024 Division Sports Activities cum Evaluation of 2023 Division Sports Activities

Particulars	Issues and Concerns	(Put a check mark of the event being evaluated)		Action Taken	Recommendations
		Provincial Meet	MRAA		
6. Awards					
7. Solidarity Meeting					
8. Opening Program					
9. Closing Program					
10. Sports Events					
a. Archery					
b. Arnis					

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**POST EVALUATION
(2023 Provincial Meet and MRAA)**

Particulars	Issues and Concerns	(Put a check mark of the event being evaluated)		Action Taken	Recommendations
		Provincial Meet	MRAA		
1. Planning Meetings					
2. Management					
3. Parade					
4. Technical Officials					
5. Billeting Quarters					

Enclosure 2_ Pre-Planning Conference for 2024 Division Sports Activities cum Evaluation of 2023 Division Sports Activities

List of Participants			
No	Names	Position/Designation	School/Office
1.	Loida P. Adornado, PhD, CESO VI	Scholos Division Superintendent	SDO
2.	Rodel S. Magnaye	Asst. Scholos Div. Superintendent	SDO
3.	Marilou D. Pandiño	OIC-SGOD Chief	SDO
4.	Raquel P. Girao, PhD	CID Chief	SDO
5.	Ma. Rubynita T. Del Rosario	EPS	SDO
6.	Victor F. Causapin	PSDS	Calintaan District
7.	Marilyn S. Pille, PhD	PSDS	SJ South/East District
8.	Simplicia Javate	SEPS	SDO
9.	Eleonor Sumugat	Education Program Specialist	SDO
10.	Mary Jane S. Dagohoy	Head Teacher	PTMSMNHS
11.	Rodel Benedicto	Head Teacher/TIC	San Francisco NHS
12.	Merry Ann T. Ramirez, CPA/Milesón P. Dela Torre	Accountant/Budget Officer	SDO
13.	Rolando Abeleda	Admin Officer V	SDO
14.	Herbert Mendoza	Supply Officer	SDO
15.	Eric C. Taneca	SDO Engineer	SDO
16.	Elizabeth T. Delas Alas, PhD	DEPS	SDO
17.	Elizabeth Pasajol	School Head	SDO
18.	Myla S. Suguitan	DEPS	SDO
19.	Wyn Wright Esperanza, MD	Medical Doctor	SDO
20.	Haydee P. Abeleda	DEPS	SDO
21.	Juvy Paquibot	DEPS	SDO
22.	Elmer Advincula	School Head	SDO
23.	Ferdinand Alcaraz	EPSA	SDO
24.	Merly A. Razon, PhD	DEPS	SDO
25.	Jhonna I. Tajonera, EdD	DEPS	SDO
26.	Aries Gonzales	Chair-Screening	Central NHS
27.	Maria Reishelle Duenas	Chair- Liaison Officers	Sablayan
28.	Maria Angela Insigne	Chair-Secretariat	SDO
29.	Jeffrey Zapata	Sports Leader	Lubang
30.	Conrado Capuno	Sports Leader	Looc
31.	Victor Zamora	Sports Leader	Abra De Ilog
32.	Byran Neil Bernardo	Sports Leader	Paluan
33.	Joey Ladao	Sports Leader	Magsaysay
34.	Julito Martinez	Sports Leader	San Jose North
35.	Dindo T. Cabanela	Sports Leader	Rizal
36.	Evelyn Bonilla	Sports Leader	Sablayan North

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Enclosure 2_ Pre-Planning Conference for 2024 Division Sports Activities cum Evaluation of 2023 Division Sports Activities

37.	Alejandro Pasajol	Sports Leader	Sablayan South
38.	Aliben A. Dagohoy	Sports Leader	San Jose West
39.	Luther Taroma	Sports Leader	Mamburao
40.	Admerlyn Morente	Sports Leader	Sta. Cruz
41.	Willy Ulay	Sports Leader	Calintaan
42.	Frederick Balino	Sports Leader	San Jose South
43.	Mario Ferrer	Sports Leader	San Jose East
44.	Rodel Bahia	School Head	Central NHS
45.	Leonard P. Ramos	TWG	SDO
46.	Raizza Marie Buñag	TWG	SDO

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Enclosure 1_ Pre-Planning Conference for 2024 Division Sports Activities cum Evaluation of 2023 Division Sports Activities

Particulars	Issues and Concerns	(Put a check mark of the event being evaluated)		Action Taken	Recommendations
		Provincial Meet	MRAA		
a. Tennis					
b. Taekwondo					
c. Speak Takraw					
d. Swimming					
e. Wushu					
10. Others:					

Name & Signature
Date: _____