



Republic of the Philippines
Department of Education
Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Division Memorandum

October 23, 2023

No. 464, S. 2023

Division Timeline in the Conduct of the different Sports

Meet 2023-2024

To: All District Supervisor/DICs Concerned

Elementary and Secondary Schools Head

Coaches, Assistant Coaches

Tournament Managers

This Division

1. This is to inform the District Supervisors, DICs, Elementary and Secondary School Heads, Coaches, Tournament Managers in the Conduct of the different Sports Meet for School year 2023-2024 respectively as follows:
2. Intramural Meet for all Schools-October 2023
- B. District Meet-November 2023
- C. Municipal Meet-December-2023
- D. Unit Meet -January-2024
- E. Provincial Athletic Meet-February-2024
- F. Caraga Athletic Meet (Regional Meet)-April 2024
- G. Pre-cluster Palarong Pambansa-Mindanao Meet for Team Events-June-2024
- H. Palarong Pambansa 2024 at Cebu City-August 2024
3. All coaches and Tournament Managers Shall Strictly adhere to the school's Sports Club guidelines on Team events. All athletes on Team events shall come from one school only.
4. While Individual Events are selected from the different schools as long as they qualify to the National Qualifying standards (NQS). If they do not pass or conform the National Qualifier result they could not participate in the higher meets.
5. Longer time for school, District Municipal Provincial sports training to ensure quality athletes to participate in the higher meets are needed.
6. Please refer to the Palarong Pambansa guidelines always as our reference in the Sports participation and Conduct.



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7. Meals, & Travelling expenses of athletes, Coaches, asst. coaches, champerons, TWGs, Tournament Managers(TMs) School Heads, PSDSs/DICs and all those involved are chargeable to the school MOOE, LSB Funds and other sources subject to the usual auditing rules and regulations.
8. All teaching and Non-Teaching personnel involved in the Conduct of the sports activities will be entitled to Service Credits and Compensatory Time-off(CTO).
9. For any querries, please contact Antonio V. Salazar, EdD-EPS/Division Sports officer, Cell # 09186844481.
10. For your guidance and strict Compliance.

Nelia S. Lomocso
NELIA S. LOMOC SO, PhD, CESOV
Schools Division Superintendent *F.L.*



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