



Republic of the Philippines
Department of Education

Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

DEPED-DIVISION OF SURIGAO DEL SUR
RELEASED
 DATE: JULY 15, 2025
 TIME: 9:52am
 SIGNATURE:

Office of the Schools Division Superintendent

July 14, 2025

Division MEMORANDUM
 No. 280, s. 2025

CONDUCT OF PROVINCIAL ATHLETIC MEET 2025

To: Asst. Schools Division Superintendent
 Chief Education Supervisors of CID and SGOD
 All Public Schools District Supervisors/ In charge
 All District Sports Coordinators
 All Public and Private School Heads
 All Others Concerned
 This Division

1. Pursuant to sec. 6,8,9 & 10 of Republic Act 10588, known as Institutionalizing Palarong Pambansa Act of 2013 and DepEd Order 43 s. 2016, re: Implementing Rules and Regulations of RA 10588, the field is hereby informed of the conduct of Provincial Athletic Meet 2025 which is scheduled on October 1-5, 2025 at Hinatuan, Surigao del Sur.
2. Provincial meet will be by municipality, not by unit anymore. All athletes who will play for the higher meets should have played in the lower level meets such as school, district/municipal meet where a school sports club is duly organized as part of pre-requisite requirements.
3. All municipalities/districts are highly encouraged and requested to join only in events/games to be played/contested with quality athletes who are mentally, emotionally and skilled ready to compete to avoid emotional and psychological trauma. Hence, other learners/athletes may continue to engage in the organized School Sports Club as best avenue to test their skills/competencies with respect to P.E subjects.
4. All districts/municipalities should submit their events/games to join with maximum number of possible participants not later than August 30, 2025 for pairing of games schedules and allocation of billeting rooms/schools.
5. All municipalities/districts should have designated district/municipal Screening and Accreditation Committee to ensure authenticity, accuracy, veracity and completeness of athletes, coaches, assistant coaches, chaperons documentary requirements before allowing them to



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participate in higher level. Athletes with lacking documents should not be brought to higher meet.

6. Athletes, coaches, assistant coaches and chaperons documents will be checked starting September 10 to 25, 2025 by municipality by the DSAC.
7. The usual ranking of units as a result of Provincial Meet will now be changed to recognition of dominant districts/municipalities per event.
8. For the measurable sports/events, like Athletics, Swimming and Archery, the Qualifying Scores /Time Standards (QS/QTS) shall be strictly adopted. Hence, for unopposed athletes/events, they need to execute the event to determine their QS / QTS to be handled by members of DSAC.
9. Cut off birthdate of learner-athlete for elementary will be on or after January 01, 2013 while for the secondary athletes, the cut off birthdate will be on or after January 1, 2008.
10. All sports equipment borrowed by districts/schools are mandated to bring and return such items at Hinatuan for utilization during PAM 2025.
11. Meals and snacks of Technical, DepEd and Provincial Officials and other expenses relative to PAM 2025 shall be charged to Provincial Special Education Fund
12. For queries, you may text/call the DSO @ 09476344506 and 09171476592.
13. For widest and immediate dissemination.

LORENZO O. MACASOCOL, PHD, CESO V
Schools Division Superintendent

Encl:

1. Template for events/games to join w/ maximum no. of pax
2. T.O.R of committees
3. Matrix of Activities

References: RA 10588, DO 43 s. 2016 DM 234 s. 2025

To be indicated in perpetual index under the following subjects:

Sports Provincial Meet
RTR/ DM CONDUCT OF PAM 2025
____ July 14, 2025



Enoch Z Div-Memo - 6.2025

TERMS OF REFERENCE OF DIFFERENT COMMITTEES

Media Publication

Media and Publication, Documentation	<ol style="list-style-type: none"> 1. Writes articles about PAM 2025 activity 2. Takes photos of the different Caraga Games 3. Publishes 1 issue of An Madayaw daily 4. Updates DepEd Tayo FB Page of the different events
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Medical Team

Medical/Health Services	<ol style="list-style-type: none"> 1. Provides immediate care, appropriate medical attention, and first aid treatment to athletes, & working staff 2. Conducts nightly room visit to check health conditions to determine if they are fit to play the following day. 3. Advises coaches & chaperons to report ASAP any health concerns that might affect performance or safety & feel free & not to feel afraid & shy to visit the clinic. 4. Refers athletes & staff needing further treatment & evaluation. 5. Provides emotional support to those athletes or staff undergoing stress, anxiety, or any problem performance-related or relationship issues. 6. Provides health education to athletes & staff on injury prevention, hydration, nutrition, and overall health
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Division Screening and Accreditation Committee

Screening and Accreditation	<ol style="list-style-type: none"> 1. Provides Technical assistance to coaches in the preparation of documents for the athletes, coaches and assistant coaches to ensure that they've meet the eligibility requirements and qualification standards. 2. Conducts tabletop screening of athletes, coaches, assistant coaches, and chaperones' documents 3. Evaluates and verifies the authenticity of the documents of athletes, coaches, assistant coaches, and chaperones, submitted by the coaches for the PAM 2025. 4. Accredits qualified athletes, coaches, assistant coaches, and chaperones . 5. Considers replacements for disqualified athletes during the period of screening. 6. Re-checks and monitors with the proper technical officials the athlete fielded by the coaches during the actual competition based on the final official master list with the photo gallery. 7. Get the actual result of events with QS/QTS 8. Act as Tabulation , Awards and Invitation Committees 9. Does other tasks as maybe directed
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Awards Committee

Awarding

1. Lists the award categories for which awards will be presented.
2. Prepares a list of awardees, sponsors, guests or representatives, and other stakeholders.
3. Sends invitations in advance and set a mechanism for RSVPs to facilitate planning and seating arrangements.
4. Prepares a detailed program outlining the sequence of events for the ceremony.
5. Checks necessary facilities including audiovisual equipment, stage setup, and seating arrangements.
6. Ensures accessibility for all attendees, including those with special needs.
7. Coordinates with the supply officer for the design and delivery of plaques and trophies
8. Prepares plaques/certificates of recognition for all awardees and different TWG
9. Assists in the distribution of awards of recognition and appreciation to winners, billeting quarters, contest venues, and working committees

Learners Rights and Protection Committee

1. Establish a child protection desk
2. Ensure children's rights and protection are observed
3. Provide psychological first aid to athletes experiencing emotional distress
4. Refer to mental health expert in case of obvious extreme emotional and psychological occurrence to an athlete.



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Encl 3 to Div.Memo _____ s. 2025

GENERAL MATRIX OF ACTIIVITIES FOR PAM 2025

No.	Activity	Date	Time
1	Arrival	October 01	8:00 a.m-12:00nn
2	Final checking and Interview of Athletes , coaches , asst.coaches and chaperons documents	October 01	1:00p.m-5:00p.m
3	Solidarity Meeting	October 01	6:30p.m-8:30p.m
4	Games start	October 02	Whole morning
5	Opening parade / Program	October 02	4:00p.m onwards
6	Fellowship Dinner	October 02	6:00p.m onwards
7	Games resume	October 3-5	5:00a.m onwards
8	Championship Games	October 5	Whole morning
9	Awarding and closing program	October 5	2:00p.m -4:00p.m
10	Home sweet home	October 5	4:00p.m onwards