



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

April 4, 2024

**REGIONAL MEMORANDUM**

No. 320, s. 2024

**To:** Schools Division Superintendents  
Schools Governance and Operations Division Chiefs  
RO Division Chiefs, Unit and Section Heads  
All Others Concerned

**CONSTITUTION OF THE LEGAL AND CHILD PROTECTION COMMITTEE FOR  
NCR PALARO 2024**

1. Pursuant to the attached Regional Memorandum ORD No. 177, s. 2024 titled Regional Athletic Meet (NCR Palaro 2024) (SY 2023-2024) and Regional Memorandum No. 300 s. 2024 titled General Information on the Conduct of the NCR Palaro 2024, the Schools Divisions are hereby informed of the **Constitution of the Legal and Child Protection Committee for NCR Palaro 2024**.
2. The Legal and Child Protection Committee shall perform the following duties and functions:
  - a. Establish a system for identifying student-athletes who may be suffering from significant harm base on physical, emotional or behavioral signs
  - b. Monitor the implementation of the child protection policy
  - c. Give assistance to the student-athletes whenever necessary
  - d. Ensure the student-athletes rights to be heard, respected and upheld in all matters and procedures affecting their welfare
3. Attached is the composition of the Legal and Child Protection Committee, for reference. Meals and transportation expenses of the said committee shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
4. For immediate dissemination.

  
**JOCELYN DR ANDAYA**  
Director IV

Encl.:  
As stated



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Email Address: ncr@deped.gov.ph  
Website: <https://www.depedncr.com.ph>

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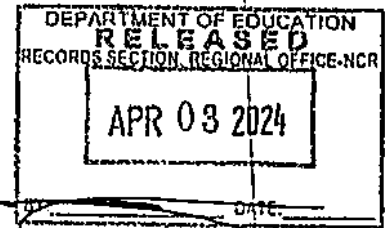
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NATIONAL CAPITAL REGION

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**NCR PALARO 2024**

**LEGAL AND CHILD PROTECTION COMMITTEE**

Chair:	Atty. Annaliza G. Esperanza	Attorney IV	Legal Unit - RO
Co-Chair:	Dr. Leonila C. Mustapha	EPS, Regional LRP Focal Person	LRPO Unit - RO
Members:	Atty. Maria Hannah D. Perez- Formento	Attorney III	Legal Unit - RO
	Division Attorneys 16		
	Division Focals on Learner Rights and Protection 16		



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION

April 1, 2024

REGIONAL MEMORANDUM  
 No. 300 s. 2024

To : Schools Division Superintendents  
 SGOD and CID Chiefs  
 Division Sports Officers and Coordinators  
 RO Division Chiefs, Unit and Section Heads  
 All Others Concerned

**GENERAL INFORMATION ON THE CONDUCT OF THE NCR PALARO 2024**

1. In reference to the Regional Memorandum ORD No. 177, s. 2024 dated March 5, 2024, titled **Regional Athletic Meet (NCR Palaro 2024) (SY 2023-2024)**, the Schools Divisions are hereby informed of the following:

- a. **Opening Ceremony - April 21, 2024**  
 Assembly time - 2:00 PM  
 Parade - 3:00 PM  
 Program - 4:00 PM to 6:00 PM  
 Venue - Caloocan Sports Complex, Bagumbong, North Caloocan City  
 Delegation - 100 pax per SDO
- b. **Mayor's Night - April 24, 2024**  
 Time - 6:00 PM  
 Venue - Bulwagang Katipunan, Caloocan City Hall, 8<sup>th</sup> Ave., Grace Park East, Caloocan City  
 Attendees - Regional Officials, SDS, ASDS, CID and SGOD Chiefs, Division Sports Officers and Coordinators
- c. **Closing Ceremony - April 26, 2024**  
 Time - 3:00 PM  
 Venue - Caloocan Sports Complex, Bagumbong, North Caloocan City
- d. **Screening of Documents (Regular Events) - March 20-22, 25-26, 2024**  
 (DepEd NCR RO) April 1-5, 2024
- e. **Screening of Documents (Para games) (DepEd NCR RO) - April 1-5, 2024**
- f. **Solidarity Meeting (San Francisco HS, Quezon City) - April 6, 2024**  
 (9:00 AM - 5:00 PM)

2. Attendees to the Solidarity Meeting in the *morning are Regional Officials, Technical Working Group, Division Sports Officers and Coordinators, Tournament Directors, Assistant Tournament Directors and Officiating Officials (9:00 am - 12:00 noon)*, while all teacher-coaches will meet in the *afternoon with the Tournament Directors at 1:00 pm - 5:00 pm*. Attendance to the said solidarity meeting will be entitled to Compensatory Time Off (CTO) or service credits whichever is applicable subject to existing policies and guidelines.



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3. The Schools Divisions will take charge of the payment of the meals and transportation expenses of their respective Officiating Officials. The following are the allowed rates for meals and transportation as embodied in DepEd Order No. 02, s. 2018 titled *Amendment to DepEd Order No. 15, s. 2017 (Guidelines on the Allocation of Funds for Venue, Meals and Room Accommodation for Official Activities Organized by the Department of Education)* and DepEd Order No. 22, s. 2019 titled *Guidelines on Official Local Travels in the Department of Education* while the payment of the meals and transportation expenses of the National Technical Officials will be shouldered by the Regional Office subject to existing accounting and auditing rules and regulations. As a reiteration, all SDOs are reminded of the specific provisions of DO 22, s. 2019 on the general rule on the Mode of Transportation.

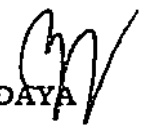
Meal	Rate / Pax
Snacks (a.m. / p.m.)	P100.00
Lunch	P400.00
Transportation	
Ordinary Mode of Transportation	P300.00

4. The Division Sports Officers concerned are enjoined to take all necessary precautions to ensure the safety of the student-athletes who will be billeted in the selected playing venues. Coordination among the Regional Officials, SDO Officials and School Heads is strongly advised. Listed below are the SDOs who signified to billet in respective selected sports events:

- a. **Manila Delegation** to be billeted in Muntinlupa City (Swimming Event); Pasig City (Athletics Para games, Softball and Football Events), Valenzuela City (Futsal Event);
- b. **Muntinlupa Delegation** to be billeted in Quezon City (Badminton Event); Valenzuela City (Futsal Event); Pasig City (Athletics Event); Caloocan City (Boxing Event); Marikina City (Arnis and Sepak Takraw Events); and San Juan City (Volleyball Elementary Boys Event);
- c. **Pasig Delegation** to be billeted in Caloocan City (Archery and Boxing Events); and Navotas City (Pencak Silat Event);
- d. **Valenzuela City** to be billeted in Pasig City (Softball Event);
- e. **Quezon City** to be billeted in Pasig City (Softball Event); and Marikina City (Baseball Event).

5. Attached are the List of Officiating Officials, Officials of the NCR Meet and List of Sports Events Hosted by the Respective Schools Divisions, for reference.

6. For information and guidance.

  
**JOCELYN DR ANDAYA**  
 Director IV



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Encl.:  
As stated

References: DO no. 15, s. 2017, DO no. 22, s. 2019  
Regional Memorandum ORD No. 177, s. 2024

Allotment: 1

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

COMPETITION      OFFICIALS      PUPILS/STUDENTS  
TEACHERS      SCHOOL SPORTS PROGRAMS /PROJECTS

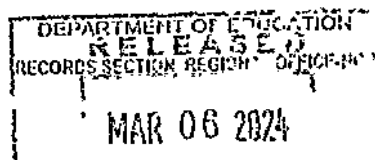
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Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION

March 5, 2024

REGIONAL MEMORANDUM  
 ORD No. 117 s. 2024

**REGIONAL ATHLETIC MEET (NCR PALARO 2024)  
 (SY 2023-2024)**

To : Schools Division Superintendents  
 RO Division Chiefs, Unit and Section Heads  
 Public and Private Elementary and Secondary School Principals  
 All Others Concerned

1. Pursuant to Republic Act No. 10588 otherwise known as the Palarong Pambansa Act of 2013, the **2024 Palarong Pambansa** is slated on **July 9-16, 2024**, in **Cebu City**. This national sports competition shall be participated in by athletes coming from the public and private elementary and secondary schools of the 17 regions all over the country.
2. As part of the preparation for the Palaro, the DepEd NCR will hold the **2024 Regional Athletic Meet (NCR Palaro 2024)** on **April 22-26, 2024**, with SDO Caloocan City as the Host Division. The theme for this year's Palaro is "*Atletang Pinoy ng Pambansang Punong Rehiyon: Tunay na MATATAG at Kampeon*". The Opening Ceremony will be held on April 21, 2024, Sunday at 1:00 PM – 5:00 PM, at Caloocan Sports Complex, Bagumbong, Caloocan City.
3. In view of the absence of student-athletes from their classes during the duration of the NCR Palaro, the school heads are directed to adopt advance or catch-up academic program to compensate for the lost hours incurred because of their participation in this sports competition.
4. The Officials, Teacher-Coaches, Trainers, Chaperones shall be granted with service credits or Compensatory Time Off (CTO) whichever is applicable, for services rendered on weekends/holidays, and/or extra hours rendered on weekdays, but not to exceed five (5) days during the conduct of the Palaro subject to the existing policies of DepEd and CSC.
5. To ensure the success of the said annual sports activity, the school officials, teachers, students, and parents are encouraged to witness the games to give moral



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support to their respective athletes as well as promote the love for sports among the members of the school communities.

6. Enclosed is the Schedule of Activities for the NCR Palaro 2024. *The Schools Divisions are enjoined to comply with the timeline of submission of documents for regional screening.*
7. Expenses related to this activity shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
8. Immediate and wide dissemination of this Memorandum is desired.

**JOCELYN DR. ANDAYA**  
 Director IV

Encl.:

As stated.

Reference: Republic Act No. 10588 s. 2013

Allotment: 1

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

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 TEACHERS

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Attachment A

**SCHEDULE OF ACTIVITY FOR REGIONAL ATHLETIC MEET  
(NCR PALARO 2024)**

DATE	ACTIVITY
March 18-19, 2024	Submission of documents for Regional Palaro Screening
March 20-22, 25-26, April 1-5, 2024	Regional Palaro Screening
April 6-7, 2024 (Weekend), April 9, 2024 (Holiday), April 13, 2024 (Saturday)	Advance Games
April 19, 2024	Solidarity Meeting
April 21, 2024	Regional Palaro Opening Ceremony (Host Division: SDO Caloocan City)
April 22-26, 2024	Regional Palaro
April 26, 2024 (Afternoon)	Regional Palaro Closing Ceremony



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