




Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



REGIONAL MEMORANDUM
ORD-2024-1175

TO : **ASSISTANT REGIONAL DIRECTOR**
SCHOOLS DIVISION SUPERINTENDENTS
SDO Makati City SDO Muntinlupa City
SDO Pasay City SDO Quezon City
OIC CHIEF, EDUCATION SUPPORT SERVICES DIVISION

FROM : **JOCELYN DR ANDAYA** 
Regional Director, NCR
concurrent Officer-In-Charge, Office of the
Assistant Secretary for Operations

SUBJECT : **SPORTS MANAGEMENT SEMINAR**

DATE : **November 6, 2024**

1. The Department of Education through the Palarong Pambansa Secretariat shall conduct the **Sports Management Seminar** on **November 19-22, 2024**, at the **Ninong's Hotel Legazpi City, Albay**.
2. The activity is part of the capacity building program for school sports implementers primarily aimed at improving the aptitudes of DepEd personnel serving as sports officers in the division and regional level. Specifically, the seminar aims to:
 - a. understand the concept of management and organization;
 - b. apply planning, organizing, leading and assessing a range of school sports programs and competitions;
 - c. demonstrate effective and efficient knowledge of leadership theory and implementation;
 - d. identify and understand the factors that shape schools sport environment and culture; and
 - e. appreciate sport as an effective medium for integrating gender issues, ethnic, religious and disabilities interests.
3. In this connection, the following Regional and Division Officials concerned are requested to attend the said seminar:



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

NAME	DIVISION	CONTACT NUMBER	DEPED EMAIL ADDRESS
1. Maria Laarni Carla C. Paranis	ESSD - RO	0917-1133789	marialaarnicarla.paranis@deped.gov.ph
2. Lawrence Jay S. Sedilla	Makati City	0999-8876095	lawrence.sedilla@deped.gov.ph
3. Edison C. Enerlas	Muntinlupa City	0912-5099143	edison.enerlas001@deped.gov.ph
4. Pedro D. Gloriani	Pasay City	0947-2815930	pedro.gloriani@deped.gov.ph
5. Leonardo P. Dagum Jr.	Quezon City	0949-9912601	leonardo.dagum@deped.gov.ph

- Participants are expected to arrive at the venue on **November 19, 2024**, for the registration as they present their approved travel authority and depart on **November 22, 2024**. The first meal to be served is dinner and the last meal is lunch.
- Travel and other incidental expenses shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
- Attached is a copy of Memorandum OM-OUOPS-2024-06-09047 dated October 28, 2024, from Atty. Revsee A. Escobedo, Undersecretary for Operations, Secretary-General, Palarong Pambansa, for reference.
- For compliance and immediate dissemination.

Encl.:
As stated.

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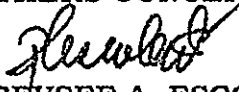
Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

OM-OUOPS-2024- 06 - 09047

TO : REGIONAL DIRECTORS
REGIONAL SPORTS OFFICERS
DIVISION SPORTS OFFICERS
SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM : 
Atty. REVSEE A. ESCOBEDO
Undersecretary for Operations
Secretary-General, Palarong Pambansa

SUBJECT : SPORTS MANAGEMENT SEMINAR

DATE : 28 October 2024

In support to the Department of Education's (DepEd) thrust of promoting and elevating the quality of the *Palarong Pambansa* particularly the effective and efficient management and implementation of school sports programs in the field. this Office, through the *Palarong Pambansa* Secretariat shall conduct the **Sports Management Seminar** from **November 19 to 22, 2024** at the **Ninong's Hotel, Legazpi City, Albay**.

The activity is part of the capacity-building program for school sports implementers primarily aimed at improving the aptitudes of DepEd personnel serving as sports officers in the division and regional level. Specifically, the Seminar aims to:

- Understand the concept of management and organization.
- Apply planning, organizing, leading, and assessing a range of school sports programs and competitions.
- Demonstrate effective and efficient knowledge of leadership theory and implementation.
- Identify and understand the factors that shape schools sport environment and culture; and
- Appreciate sport as an effective medium for integrating gender issues, ethnic, religious, and disabilities interests.

The target participants to the activity are the *Palarong Pambansa* **Regional Sports Officers** and **Division Sports Officers** who manage the preparation and participation of their respective delegation to the *Palarong Pambansa*.



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Each region shall send **four (4) Division Sports Officers** who oversee sports program of their respective regions in the *Palarong Pambansa*.

The list of regional participants with the following information shall be sent to email address palorong.pambansa@deped.gov.ph on or before **November 8, 2024**:

- a. **Full Name** (*First Name, Middle Initial, Last Name*);
- b. **Name of Region and Division**
- c. **Contact Number**
- d. **DepEd Email Address**

Participants are expected to arrive at the venue on **November 19, 2024**, for the registration as they present their approved **travel authority** and depart on **November 22, 2024**. The first meal to be served is **dinner** and the last meal is **lunch**.

All concerned are enjoined to authorize the attendance of their region's respective participants to the Seminar. In case of teacher-participants, the School's Division Offices, through the school heads, shall ensure that a substitute teacher will take over the classes in the absence of their respective teaching personnel who will participate in the activity to prevent disruption of classes.

Expenses such as travel, food, accommodation, and other incidental expenses to be incurred by the *Palarong Pambansa* Secretariat, resource persons, and other members of the management team shall be charged against the **2024 Physical Fitness and Schools Sports (PFSS) Funds**.

Further, travel expenses to be incurred by the participants shall be charged against its local funds/MOOE, while food and accommodation expenses are chargeable against the 2024 PFSS Funds.

All expenditures are subject to the usual government accounting and auditing rules and regulations.

For more information and inquiries, all concerned may contact the *Palarong Pambansa* Secretariat at telephone number (02) 8687-4146 or through its official email address palorong.pambansa@deped.gov.ph.

Immediate and wide dissemination of this Memorandum is desired.