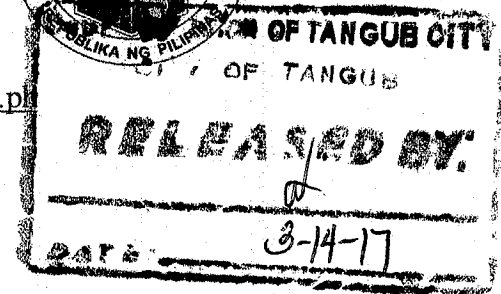
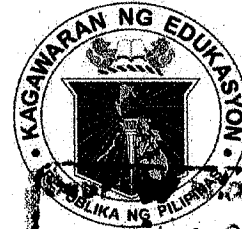




Republic of the Philippines
Department of Education
Region X
DIVISION OF TANGUB CITY
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Division Memorandum
No. 52, s.2017

TO: All School Heads and Teachers
Curriculum Implementation Division
School Governance Operation Division
Office of the Superintendent Division
This Division

SUBJECT: **DESIGNATION OF DIVISION SPORTS COORDINATORS AND CREATION OF THE STEERING COMMITTEE FOR THE PREPARATION OF THE HOSTING AND PARTICIPATION OF THE 2017 NORTHERN MINDANAO ATHLETIC ASSOCIATION MEET**

DATE: March 13, 2017

1. In view of the hosting of the 2017 NORTHERN MINDANAO ATHLETIC ASSOCIATION MEET by the Division of Tangub City, this Office is designating Division Sports Coordinators and creating a Division Steering Committee to ensure adequate preparations and successful conduct of the event.

2. The Division Sports Coordinators (DSC) and Division Steering Committee(DSC) are composed of the following:

COORDINATORS:

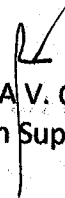
Elementary -Nonito G. Banawan
Secondary -Redeemer D. Denapo

STEERING COMMITTEE:

Chairperson - Mrs. Myrna T. Regidor
Members - Roger F. Duhaylungsod
- Mario Esteban C. Arsenal
- Stewart E. Hamac
- Riche S. Mendoza

3. The Division Sports Coordinators (DSC) shall perform the following functions:

- a. Lead in the preparation and implementation of Division Plan for the upcoming participation and hosting of 2017 Northern Mindanao Regional Athletic Association Meet.
 - b. Craft policies and guidelines with the steering committee in the implementation of plans and programs.
 - c. Coordinate with school heads and other officials to come –up with the list of athletes and coaches per event to participate in the summer sports training and Regional Palaro and coordinate with other committee chairpersons for different tasks and assignments.
 - d. Prepare training designs and conduct training for the training of athletes and coaches.
 - e. Coordinate and represent the Office of the Superintendent to the LGU, State Colleges and other partners.
 - f. Regularly report to the Office of the Superintendent on the status of 2017 Regional Palaro preparations.
 - g. Other related activities assigned by this Office.
3. The Division Steering Committee will perform the following functions:
- a. Oversee all the preparations and conduct of the 2017 Regional Palaro;
 - b. Meet regularly to monitor the progress of preparations together with the Division Sport Coordinators and different committee chairpersons;
 - c. Coordinate with all committees for their needs and ensure accomplishment of targets;
 - d. Conduct timely and thorough assessment of playing venues, billeting quarters, and the provisions for food and transportation, to ensure the successful conduct of the games and the safety, security and convenience of all participants;
 - e. Ensure that all targets and objectives are accomplished according to the timelines and decisions adopted on the Regional Palaro are consistent with existing government policies;
 - f. Regularly report to the Office of the Superintendent on the status of 2017 Regional Palaro preparations;
 - g. Do other assignment as required.
4. Immediate dissemination of this Memorandum is desired.


VICTORIA V. GAZO
Schools Division Superintendent