



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region VII, Central Visayas  
DIVISION OF CEBU PROVINCE  
Sudlon, Lahug, Cebu City



October 28, 2016


**DIVISION MEMORANDUM**

No. 688 s. 2016

**CONSTITUTION OF THE NATIONAL SCREENING AND ACCREDITATION  
COMMITTEE FOR THE 2017 PALARONG PAMBANSA**

To: Assistant Superintendents  
Education Supervisors/Coordinators  
District Supervisors/OICs  
Elementary and Secondary School Heads  
Heads, Private Elementary and Secondary Schools

1. Attached is Regional Memorandum No. 0637, s. 2016 entitled, "Constitution of the National Screening and Accreditation Committee for the 2017 Palarong Pambansa".
2. Immediate dissemination of this Memorandum is desired.

  
**RHEA MAR A. ANGTUD, Ed. D., CESO VI**  
Schools Division Superintendent

Telephone Numbers:

Schools Division Superintendent: (032) 255-6405  
Asst. Schools Division Superintendent: (032) 414-7457  
Accounting Section: (032) 254-2632  
Disbursing Section: (032) 255-4401  
Admin/Legal: (032) 253-784

Website : [www.depedcebuprovince.com](http://www.depedcebuprovince.com)

E-mail Add : [depedcebuprovince@yahoo.com](mailto:depedcebuprovince@yahoo.com)



REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
KAGAWARAN NG EDUKASYON  
DEPARTMENT OF EDUCATION  
**REHIYON VII, GITNANG VISAYAS**  
**REGION VII, CENTRAL VISAYAS**  
Sudlon, Lahug, Cebu City





REGIONAL MEMORANDUM  
No. 0637, s. 2016

OCT 06 2016

**CONSTITUTION OF THE NATIONAL SCREENING AND ACCREDITATION COMMITTEE FOR THE  
2017 PALARONG PAMBANSA**

To: Schools Division Superintendents  
Officers-in-Charge of Regular and Interim Divisions  
Public Elementary and Secondary School Heads  
All Others Concerned

1. For information and guidance of all concerned, attached is DepEd Memorandum No. 156, s. 2016, entitled, *"Constitution of the National Screening and Accreditation Committee for the 2017 Palarong Pambansa"*, which is self-explanatory.
2. For details, refer to the attached Memorandum.
3. Immediate dissemination of this Memorandum is desired.

  
JULIET A. JERUTA  
Director III  
Officer-In-Charge 

ESSD  
kj/ham10'16

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542  
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323  
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239  
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;  
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367  
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

*"EQA 2015: Karapatan ng Lahat, Pananagutan ng Lahat"*



Republic of the Philippines  
**Department of Education**

28 SEP 2016

DepEd MEMORANDUM  
No. **156** s. 2016

**CONSTITUTION OF THE NATIONAL SCREENING AND ACCREDITATION  
COMMITTEE FOR THE 2017 PALARONG PAMBANSA**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Secretary, ARMM  
Regional Directors  
Schools Division Superintendents  
Public and Private Elementary and Secondary Schools Heads  
All Others Concerned

1. The Department of Education (DepEd), through the *Palaro* Board, shall constitute the **National Screening And Accreditation Committee (NSAC) for the 2017 Palarong Pambansa** pursuant to Section 13, Article 5 of Republic Act (RA) No. 10588, otherwise known as *The Palarong Pambansa Act of 2013*, and Section 18 (b) of DepEd Order No. 43, s. 2016 entitled *Implementing Rules and Regulations of Republic Act No. 10588 or the Palarong Pambansa Act of 2013* (IRR of RA 10588).
2. Item No. 2, Section 18 (a) and (b) of the IRR of RA 10588 provides that the NSAC shall evaluate and verify the authenticity of the documents submitted by the athletes, coaches, and chaperones applying for accreditation, and shall accredit and submit a masterlist of the qualified applicants to the Board at least two months before the *Palarong Pambansa*.
3. Section 18 (e) of the IRR of RA 10588 also provides that the NSAC has the duty to monitor the conduct of the screening and accreditation of athletes, coaches, assistant coaches, and chaperones during the Division and Regional *Palaro*.
4. In this connection and by authority of the *Palaro* Board, the NSAC is constituted to monitor the conduct of the screening and accreditation of athletes, coaches, assistant coaches, and chaperones during the Division and Regional *Palaro*, and screen and accredit the athletes, coaches, assistant coaches, and chaperones submitted by the 18 Regional Athletic Delegations for the *Palarong Pambansa*.
5. Enclosed are the following for ready reference:  
Enclosure No. 1 – List of the Members of the NSAC;  
Enclosure No. 2 – Guidelines and Procedures for the Conduct of the Screening and Accreditation; and  
Enclosure No. 3 – Schedule for the Screening and Accreditation.
6. Immediate dissemination of this Memorandum is desired.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Encls.:

As stated

References:

DepEd Memorandum: Nos. 24, 29, 39, 40 and 95, s. 2015; and  
17, 38, 45, 46, and 56, s. 2016

DepEd Order (No. 43, s. 2016)

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

ATHLETICS  
COMMITTEES  
OFFICIALS  
RULES AND REGULATIONS  
SPORTS  
STRAND: Governance and Operations

1cm: Constitution of the NSAC for 2017 Palarong Pambansa  
0649-Sept 7/Sept 8/Sept 12/Sept 13/Sept 15, 2016

**LIST OF THE MEMBERS OF THE 2017 PALARONG PAMBANSA  
NATIONAL SCREENING AND ACCREDITATION COMMITTEE**

**SCREENING AND ACCREDITATION**

Central Office Representatives

ATTY. CORNELIO A. PACALA - Chairman	Central Office
JAMAICA G. RANGIRIS - Co-Chairman	Central Office
MARIA CORAZON C. DURLAO, MD	Central Office
ANNALIZA T. ARAOJO, DMD	Region IV-A
RAINERIO U. REYES, MD	Cavite Province Division
RENE S. SURIO, DMD	Northern Samar Division

18 Regional Athletic Associations/Delegations Representatives

ATTY. LIWAWA D. SIAPNO	Region I
DENIS M. AGBAYANI	Region II
EMERITO C. NICDAO	Region III
JOCELYN B. BUCLIG	Region IV-A
DR. JEANETTE V. MARTINEZ	Region IV-B
DR. MA. ROSALINA VIVIEN MANINANG	Region V
DR. DONATO G. DELGADO, Ed. D	Region VI
DR. ADELINE C. LUAREZ	Region VII
RUBEN E. PAYLADO	Region VIII
SHEILA ROSE B. APIAG	Region IX
ROGELIO C. EVANGELISTA	Region X
ANTONIO R. PASQUITO, JR.	Region XI
ROGELIO P. RADAZA	Region XII
DEMOSTHENES J. QUINAL	CARAGA
ELFREDO C. DALANG	CAR
ARNEL L. AGANG	ARMM
BUDDY ARCANGEL	NCR
DR. ROSELYN G. LANUZA	NIR

**NSAC SECRETARIAT**

JEREMIAH D. GUMBOC - Chairman	Central Office
JOEL M. FAUSTINO	Central Office
LORETO P. VIRGO, JR.	Central Office
ALLAN M. MALING	Central Office
GERARDO G. DOMINGO	Central Office
DANTE L. RAPOSA, JR.	Central Office
JONNALYN K. NGADAO	Central Office

**GUIDELINES AND PROCEDURE IN THE SCREENING AND ACCREDITATION OF ATHLETES, COACHES AND CHAPERONES**

I. *Composition*

In accordance with Section 17 (a) of DepEd Order No. 43, s. 2016, and for the effective implementation of said DepEd Order, the National Screening and Accreditation Committee (NSAC) shall be composed of the lists provided in Enclosure No. 1 to DepEd Memorandum No. \_\_, s. 2016.

II. *Duties and Responsibilities*

The representatives from each Regional Athletic Association/Delegation (RAA/D) in the NSAC shall conduct the screening of athletes, coaches and chaperones in their respective regions. They shall be assisted by the members of the RSAC of the regions concerned, and by the other NSAC members, upon request in writing by the Regional Director of the Regional Athletic Association/Delegation or his/her authorized representative.

For expediency and to save government expenses, the NSAC, through its Chairman, shall accredit the screened athletes, coaches, assistant coaches and chaperones.

The NSAC members shall monitor the conduct of the screening and accreditation of the athletes, coaches, assistant coaches and chaperones during the Division and Regional Palaro, and take appellate jurisdiction on decisions rendered by the RSAC.

III. *Rules and Guidelines in the Conduct of Screening and Accreditation*

The rules and guidelines provided in DepEd Order No. 43, s. 2016 and other issuances for the Palarong Pambansa, which are not inconsistent with the said DepEd Order, shall be followed for the screening and accreditation of athletes, coaches, assistant coaches and chaperones.

The screening of athletes, coaches, assistant coaches and chaperones for the Palarong Pambansa shall be conducted within three (3) days after the Regional Meet of the respective Regions but not later than January 31, 2017. The Autonomous Regions in Muslim Mindanao Athletic Association (ARMMAA) may request the screening of their applicants for Palarong Pambansa on a later date.

As clarification on the documentary requirements in said DepEd Order No. 43, s. 2016, the following documents should be submitted:

- A. Original National Statistic Office/Philippine Statistic Authority Authenticated Birth Certificate or Birth Certificate issued by foreign country and valid passport or document issued by Bureau of Immigration or Department of Foreign Affairs showing Filipino citizenship. (In lieu of NSO/PSA Birth Certificate in case of foreign-born Filipino Athletes) showing the following Age Eligibility of Athletes:

1. For elementary athletes, he or she should have been born in 2004 or after.
2. For Secondary athletes, he or she should have been born in 1999 or after.
3. The foregoing age eligibilities are subject to the specific technical rules of each event or game.

B. Certificate of Enrollment and Certificate of Completion of Athletes

1. For Kinder to Grade 10, Certificate of Completion stating that the athlete had attended and completed the Curriculum Year.
2. For Grades 11 and 12, 1<sup>st</sup> Semester Final Grade must not have 3 or more failing grades in learning areas.
3. For Grades 11 and 12, Certificate of Completion, to be issued by the school where the athlete was enrolled in the 2<sup>nd</sup> Semester, stating that the athlete had attended and completed the Curriculum Year, which include the 1<sup>st</sup> and 2<sup>nd</sup> Semesters of said Curriculum Year.
4. The foregoing requirements applies to Palarong Pambansa.
5. For the lower meets, Kinder to Grade 10 must not have 3 or more failing grades in any learning areas, likewise, Grades 11 and 12, 1<sup>st</sup> Semester Grades must not have 3 or more failing grades in any learning areas.

C. Certificate or any document(s), duly issued by competent authorities, showing the following eligibility, membership and experience of Assistant Coaches and Coaches:

1. Relevant sports training of twenty-four (24) hours for non-combative sports and forty (40) hours for combative sports/gymnastics.
2. Relevant experience of one (1) year for non-combative sports and two (2) years for combative sports.
3. Track Record of participation, of at least, in a lower meet.
4. Educational and professional background of at least K to 12 Sports Track completer or 2<sup>nd</sup> year college sports related course.
5. Membership of any relevant sports association.
6. License or certifications/accreditation issued by National/International Sports Association, authorized organization or by the DepEd (Division, Region or Central Office)
7. Medical Records (Medical Certificate of fitness)
8. Competence, integrity, capability, and relation to school (i.e. Employment Appointment Paper or Contract of Service showing at least one (1) year employment prior to the Palaro, and certification of SSS contributions) for accountability.
9. Other eligibility that may be required by the Palaro Board.

D. Special Cases

1. In case there is a discrepancy in the entry of date of birth between the NSO/PSA Birth Certificate and Form 137, the entry

in the NSO/PSA Birth Certificate shall prevail. As a remedy in case of said discrepancy, the following shall be submitted:

- a) NSO/PSA Birth Certificate;
  - b) Form 137;
  - c) Certificate of Live Birth issued by the Local Civil Registrar (LCR);
  - d) Joint Affidavit of two (2) disinterested persons, attesting to the true date of birth of the athlete;
  - e) Resolution issued by the Head of the Delegation correcting the discrepancy in the Form 137.
2. In case there is a discrepancy in the entry of name between the NSO/PSA Birth Certificate and Form 137, the entry in the NSA NSO/PSA Birth Certificate shall prevail. As a remedy in case of said discrepancy, the following shall be submitted:
- a) NSO/PSA Birth Certificate;
  - b) Form 137;
  - c) Resolution issued by the Head of the Delegation correcting the discrepancy in the Form 137.
3. In case the first or last name is not found at the portion pertaining to the first or last name in the NSO/NSA Birth Certificate but indicated in the box below of said portion, the following shall be submitted:
- a) NSO/PSA Birth Certificate;
  - b) Certificate of Live Birth issued by the LCR;
  - c) Copy of the application/petition duly received by the LCR (supplemental report to the LCR/Court);
  - d) Affidavit of the parents, attesting to the true first or last name of the athlete;
  - e) Joint Affidavit of two (2) disinterested persons, attesting to the true first or last name of the athlete;
  - f) Resolution issued by the Head of the Delegation attesting the true first or last name of the athlete as shown in the foregoing records.
4. In case an illegitimate child (athlete) uses the surname of his/her father, the following shall be submitted:
- a) NSO/PSA Birth Certificate;
  - b) 2<sup>nd</sup> copy of the NSO/PSA Birth Certificate showing acknowledgement by the father, a duly notarized acknowledgement by the father, or an annotation on the NSO/PSA Birth Certificate of the subsequent marriage of the parents of the athlete.
5. In case of unreadable entries in the NSO/PSA Birth Certificate, the following shall be submitted:
- a) NSO/PSA Birth Certificate;

*AW*  
J



- b) Certificate of Live Birth issued by the LCR;
  - c) Affidavit of the parents, attesting to the true and correct entries;
  - d) Joint Affidavit of two (2) disinterested persons, attesting to the true entries;
  - e) Resolution issued by the Head of the Delegation attesting the true and correct entries as shown in the foregoing records.
6. In case the gender of the athlete could not be categorically determined in the NSO/PSA Birth Certificate and by mere visual inspection, the following shall be submitted:
- a) NSO/PSA Birth Certificate;
  - b) Joint Affidavit of two (2) disinterested persons, attesting to the true gender of the athlete;
  - c) Certification issued by the NSAC Medical Team attesting to the true and correct gender of the athlete, after conducting physical examination.

The above mentioned Resolutions or Certification issued by the Head of Delegations or the NSAC shall be for purposes of Palaro only.

- E. Certificate or any document(s), duly issued by competent authorities, showing the following eligibility of Chaperones:
- 1. Competence, integrity, capability, and relation to school (i.e. Employment Appointment or Contract of Service showing at least one (1) year employment prior to the Palaro, and certification of SSS contributions) for accountability.
  - 2. Commitment that SHE will nurture female athletes only and not to coach athlete.
  - 3. Other eligibility that may be required by the Palaro Board.

#### IV. *Submission of the Final Master Lists*

Within three (3) days after the period of screening prescribed in Enclosure No. 3 of this Memorandum, the NSAC members who screened the athletes, coaches, assistant coaches and chaperones of a particular region shall submit to the NSAC Chair the final master list and picture galleries (soft and hard copies) of the screened athletes coaches, assistant coaches and chaperones, stating in their accompanying letter-recommendation this: *"They had screened and evaluated the athletes, coaches, assistant coaches and chaperones of the subject regional athletic delegation and they certify that the attached documents are true, complete and correct to the best of their knowledge and belief, and they understand that any false information given or any true information withheld from said documents may provide grounds for administrative disciplinary action"*.

The final master list shall likewise be certified by the head of the delegation, stating in his/her accompanying letter-recommendation this: *"He/she certifies that the attached documents are true, complete and correct to*

*AK*  
3

*the best of his/her knowledge and belief, and he/she understands that any false information given or any true information withheld from said documents may provide grounds for administrative disciplinary action".*

The NSAC Chair shall submit to the Palaro Board the lists of accredited athletes, coaches, assistant coaches and chaperones within the period provided in Enclosure No. 3. to DepEd Memorandum No. \_\_, s. 2016.

V. *Posting of the Master List to Websites*

The final master list and picture galleries of the athletes, coaches, assistant coaches and chaperones shall be posted in the DepEd website or any available website upon submission by the delegation concerned. The posted master lists shall likewise be the basis for the filing and/or receiving of complaints or protest, if any, within the period prescribed in Enclosure No. 3 to DepEd Memorandum No. \_\_, s. 2016.

The Communication Division of this Department shall facilitate the immediate posting in the DepEd website or to any available website, the submitted master lists and/or photo galleries of athletes, coaches, assistant coaches and chaperones within the period prescribed in Enclosure No. 3 to DepEd Memorandum No. \_\_, s. 2016.

VI. *Protest*

The posted master lists shall be the basis for the filing and/or receiving of complaints or protest. The complaints or protest should be filed and resolved within the period prescribed in Enclosure No. 3 to DepEd Memorandum No. \_\_\_\_, s. 2016.

VII. *Fielding of the NSAC members to the Palaro Venue*

The NSAC members shall be at the Palaro venue within seven (7) days prior to the schedule of the opening of the Palarong Pambansa to continue the performance of their duties and responsibilities, and during the period of the Palaro events to re-check and monitor with the proper technical officials the athletes, coaches, assistant coaches and chaperones fielded by the delegations.

VIII. *Travel Authorities and Expenses*

Travel authorities for the conduct of the screening and accreditation shall be issued pursuant to DepEd Order No. 66, s. 2008. Travel and incidental expenses relative thereto is chargeable against local funds, meanwhile, travel and incidental expenses of NSAC representatives of the Central Office and the NSAC Secretariat may be charged to OSEC/Palaro funds, subject to usual accounting and auditing rules and regulations.

The Undersecretary for Finance and Administration shall expedite and facilitate the downloading or release of the funds for the screening and accreditation.

**SCHEDULE OF SCREENING AND SUBMISSION OF ACCREDITED  
ATHLETES, COACHES AND CHAPERONES**

ACTIVITY	PERIOD
Screening of athletes, coaches, assistant coaches and chaperones.	Within 3 days after the Regional Meet but not later than January 31, 2017  ARMMAA may request later date
Deadline for the submission by the NSAC members with their RSAC members and the head of delegation concerned of the <b>final</b> master list and picture galleries (soft and hard copies) of the screened athletes, coaches, assistant coaches and chaperones, to the NSAC Chair.	February 6, 2017
Submission by the NSAC to the Palaro Board of the final master list of the screened and accredited athletes, coaches, assistant coaches and chaperones for the 2017 Palarong Pambansa.	February 10, 2017
Posting of the <b>final</b> master lists and photo galleries submitted by the heads of delegations in the DepEd website or to any available website.	February 20, 2017
Period to file complaint or protest to the NSAC. The NSAC shall resolve the protest within five (5) days from receipt thereof. Decisions of the NSAC shall be executory and appealable to the Palaro Board within five (5) days from receipt thereof by the party adversely affected.  Within two (2) days from receipt of the decision on the protest or complaint, the head of delegation shall submit the replacement of his/her disqualified athletes, coaches, assistant coaches and chaperones.	February 20 to 25, 2017
Last day of submission of replacement players, coaches and chaperones due to reasons other than illness or fortuitous event.	March 10, 2017
Last day of submission of replacement athletes, coaches, assistant coaches and chaperones due to illness or fortuitous event.	Two (2) days before the Palarong Pambansa
NSAC shall be at the Palarong Pambansa venue to continue their duties and responsibilities and to re-check and monitor with the proper technical officials the athletes, coaches, assistant coaches and chaperones fielded by the delegations.	Within seven (7) days prior to the schedule of the opening of the Palarong and during the Palarong Pambansa

AK  
J