



November 7, 2017

DIVISION MEMORANDUM

No. 743 s. 2016

**PRE-SOLIDARITY CONFERENCE OF ALL COACHES, ASSISTANT COACHES, CHAPERONES
IN ALL SPORTS AND CULTURAL EVENTS TO BE COMPETED
DURING THE 2016 CEBU PROVINCIAL SPORTS
AND CULTURAL MEET**

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

1. In preparation for the smooth conduct of the 2017 Cebu Provincial Sports and Cultural Meet, this Office will hold a One-Day Pre-Solidarity Conference of All Coaches, Assistant Coaches and Chaperons on November 18, 2017 at the Municipality of Carmen.
2. Participants to this conference are all District Sports and Cultural Coordinators, coaches, assistant coaches, chaperons in all sports and cultural events to be competed during the 2017 Provincial Sports and Cultural Meet to be held at the Municipality of Carmen from November 26 to December 2, 2017.
3. The conference shall start at exactly 8:30 in the morning at Carmen Municipal Gymnasium.
4. All participants are directed to be at the venue on time.
5. All TMs and ATMs are enjoined to prepare their Manual of operations and other materials to be given to the coaches.
7. All School Heads are directed to ensure 100% attendance of the coaches, assistant coaches and chaperones under their responsibility since athletes' IDs will already be distributed and issued to them with the Official Music of the Folk dances to be competed. Hence, cultural coaches are required to bring their flash drives.
8. Participants to this Pre-solidarity conference shall be granted **one day service credit** for their attendance since November 12 is a Saturday. CTO shall be granted to the Division Personnel who will be attending /facilitating said conference.
9. This Memorandum serves as Authority to Travel of the participants.
10. Traveling, food and other incidental expenses of the participants shall be chargeable against School MOOE, subject to the usual accounting and auditing rules and regulations.
- 11.. Immediate and wide dissemination of this Memorandum is desired.


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

