



November 27, 2019

No. 756 s, 2019

DIVISION CONFERENCE OF DISTRICT MAPEH COORDINATORS, TOURNAMENT MANAGERS AND MEMBERS OF THE CHECKING COMMITTEE

To : Assistant Schools Division Superintendents
Chiefs, SGOD/CID
Education Program Supervisors/Coordinators
Public Schools District Supervisors
Public Elementary and Secondary School Heads

1. This Office announces the conduct of a One-Day Conference of District Mapeh Coordinators, Tournament Managers and Members of the Checking Committee which will be on November 29, 2019 (8:00 PM to 5:00 PM) at Ecotech Center, Cebu City..
2. The aims of this conference are :
 - A. Finalize the host municipalities of the different sports event.
 - B. Determine the number of participating municipality per sports event
 - C. Discuss the number of officiating officials per event
 - D. Discuss the guidelines in checking of credentials
3. The participants to this conference are all District MAPEH coordinators both Elementary and Secondary Schools, Tournament Managers of different sports events and the Members of checking committee. You are requested to bring the list of events to compete in the selection of our athletes.
4. PSDSs and School Heads of concerned teachers are enjoined to ensure their participation and their classes are well taken care of.
5. This Memorandum will serve as **Authority to Travel** to the participants.
6. Food and snacks shall be chargeable against Physical Fitness and School Sports Funds while travelling expenses, per diem and incidental expenses shall be chargeable to Local School MOOE and other local funds, subject to the usual accounting and auditing rules and regulations.
7. Immediate dissemination of this Memorandum is desired.

For :

MARILYN S. ANDALES, ED. D., CESO V
Schools Division Superintendent

ESTER A. FUTALAN, EdD
Asst. Schools Division Superintendent