Regional Memorandum

No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ s. 2012

CORDILLERA ADMINISTRATIVE REGION PARTICIPATION

 TO THE 2012 PALARONG PAMBANSA

To: All Schools Division Superintendents

1. Pursuant to DepED Memorandum No.22 s. 2012, the Palarong Pambansa shall be conducted at Lingayen, Pangasinan on May 6-12, 2012.

2. All coaches, chaperons, and athletes are advised to attend the coordination training at Mabini Elementary School, Baguio City on April 24-26, 2012.

3. The delegation shall leave for Lingayen on April 27, 2012 at 8:00 A.M. Assembly shall be at Mabini Elementary School. Coaches should coordinate with the transportation committee on their bus assignments to facilitate the start of the delegation.

4. CAR delegates shall be billeted at the Bugallon Integrated School and Torres Elementary School, Bugallon, Pangasinan.

5. All participants to the Pambansang PALARO should bring their own beddings, toiletries, appropriate and light clothings and eating paraphernalia.

6. Coaches and Sports Coordinators should check that all required papers of the athletes are complied with before the delegation leaves for Lingayen.

7. Delegation Officials are requested to prepare the necessary tools/facilities on the performance of their task. All members of the technical working committee shall stay with the delegation until the PALARO ends.

8. Service and compensatory overtime credits shall be granted to all teaching and non-teaching staff who will render services during the Palarong Pambansa subject to existing DepEd and CSC rules and regulations and CSC-DBM Joint Circular No.2 s. 2004, on Non-Monetary Remuneration for Overtime Services rendered. Those who will render services during the training period shall be entitled from April 24 to May 12, 2012. All other delegation officials shall be granted from May 6-12, 2012.

9. Incentives to winning coaches and athletes as well as allowance to official delegates shall be given per attached guideline (See Enclosure No. 2).

10. Traveling expenses of athletes, coaches, chaperons and working committees from the division office to the training venue and to Lingayen, Pangasinan shall be charged against Regional and PALARO funds. The Schools Division Superintendents, Assistant Schools Division Superintendents and Presidents of Universities/Colleges and Honorary Officials shall charge their transportation expenses against local funds or other available funds in accordance with accounting and auditing rules and regulations.

11. Attached are the List of Delegations Officials, Coaches, Chaperons and Guidelines in PALARO allowance.

12. Immediate dissemination of this Memorandum is desired.

ELLEN B. DONATO, ED., D. CESO IV

Director IV