



Division Memorandum

No. 156, s. 2012

**To: Public Schools District Supervisors
Public & Private Elem. & Sec. School Heads & District PESS Coordinators**

From: ATTY. AUGUSTINE D. LABAN III
Administrative Officer V
OIC, Office of the Sch. Div. Superintendent

Subject: HOLDING OF PALARONG LUNGSOD 2012

Date: November 28, 2012

1. This is to announce to the field that the Palarong Lungsod 2012 will be held on December 14-16, 2012. All games will be played on December 14-16, 2012 except athletics, table tennis and volleyball games which will be played earlier or later due to the availability of the playing venues.
2. The participation of all Districts (District I, District II, and District III) shall be guided by the objective of promoting physical fitness and appreciation of school sports.
3. The following documents must be submitted to the District Offices on or before December 7, 2012 for screening purposes: a. AR1, b. Photo copy of Birth Certificate or NSO, c. Parents' Consent, d. Certificate of Enrolment, e. Medical Certificate and f. Dental Certificate. The final district list of qualified athletes and coaches and the **ENTRY FORM** shall be submitted to Mr. Joseph Estigoy and Mr. Maksim Botilas at the Division Office on or before December 11, 2012. The school I.D. shall be presented to the Tournament Director for verification purposes before the start of every game. The "No Papers, No Play" policy shall be strictly observed.
4. The Newly Legislated National High Schools shall assist the Division in the opening program on December 14, 2012 at the FVR Center at 8:00 o'clock in the morning. All delegation heads and district coordinators are requested to require their respective delegation members to join the opening program.
5. The meeting of the technical officials and coaches/co-coaches/trainers is set on Thursday, December 6, 2012 at 3:00 PM at Baguio Central School for final briefing. All coaches and athletes shall be excused from their classes for whole day training on Dec. 12-13, 2012.
6. Only Working Committee Members, Officiating Officials, Coaches, Trainers, Chaperons and Athletes are excused from their classes during the Palarong Lungsod 2012.
7. Teachers will be entitled to two days service credits and certificate of overtime credits (COC) for the non-teaching personnel who will serve during the Palarong Lungsod 2012.
8. School heads should make the necessary arrangements to ensure continuation of classes in the absence of teachers who are involved in the activities mentioned above.
9. All technical officials, coaches/co-coaches/trainers and District PESS coordinators will meet on December 18, 2012 at 3:00 PM at the FVR Center for the final selection of athletes, coaches and officiating officials to the 2013 CARAA Meet to be held in Apayao Province in February 2013. Training shall commence on Dec. 19, 2012 until 2013 CARAA
10. Immediate dissemination of this Memorandum is enjoined.