



Republic of the Philippines
DEPARTMENT OF EDUCATION
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
Upper Session Road, Military Cut-Off, Baguio City
Tel. No.: (074) 442-7819



DIVISION MEMORANDUM

No. 127, s. 2013

To : All Division Promotional Staff
Public Schools District Supervisors
Public Secondary School Heads
Public Elementary School Heads
Administrative Officers
Teachers-In-Charge
Non – Teaching Personnel
All Others Concerned

From : **ESTELA LEON - CARIÑO, Ed. D., CESO V**
Schools Division Superintendent

Subject : **PHYSICAL FITNESS PROGRAM FOR SUPERVISORS, SCHOOL ADMINISTRATORS, AND NON – TEACHING PERSONNEL OF THE DEPARTMENT OF EDUCATION, DIVISION OF BAGUIO CITY**

Date : 04 September 2013

01. In line with the "I-AM-FIT" Program of the Department, the National Physical and Sports Development and to foster sportsmanship, camaraderie, and oneness among all employees in the Division, we are launching the Division Physical Fitness Program starting this September 2013.

02. Various games and activities may be organized in furtherance of the program but in order to jumpstart its implementation, friendly competitions in **bowling** and **basketball** shall be played first.

03. Supervisors, school administrators, and non – teaching personnel shall be grouped into teams who will be competing in a friendly games in bowling, as follows:

Team A:	District I	}	School Administrators Group
Team B:	District II		
Team C:	District III		
Team D:	District I	}	Non Teaching Group
Team E:	District II		
Team F:	District III		
Team G:	INHS		
Team H:	PCNHS		
Team I:	BCNHS		
Team J:	Nat'l HS (Batch 1)		

Team K: Nat'l HS (Batch 2)
Team L: Division Office 1
Team M: Division Office 2

04. **WEEKLY** Games for BOWLING shall be played at Olympian Sports Complex (Bowling Lanes), Lower Mabini Street, Baguio City every Thursdays and Fridays starting at 1:30 PM to 3:30 PM. Games will start on September 19 & 20, 2013.

September 19, 2013

Lane 1 & 2
Lane 3 & 4
Lane 5 & 6

District I (A) vs. Division Office 2 (M)
District III (C) vs. District I (D)
District II (E) vs. District III (F)

September 20, 2013

Lane 1 & 2
Lane 3 & 4
Lane 5 & 6

INHS (G) vs. PCNHS (H)
BCNHS (I) vs. NAT HS 1 (J)
NAT HS 2 (K) vs. DO 1 (L)

05. Basketball shall be played at PFVR Gymnasium.

06. Attached are the game rules and regulations for other details.

07. Widest dissemination of this Memorandum is desired.

Encl.: As stated.

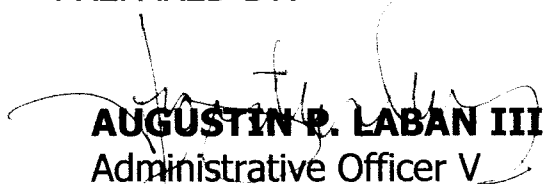


RULES AND REGULATIONS FOR BOWLING

Olympian Bowling Lanes
Mabini Street, Baguio City

1. Each time shall be composed of at least 2 females and the rest shall be males. (Some districts do not have luxury of having enough female employees)
2. A 15 – minute defaulting time will be strictly followed.
3. Elimination shall be SINGLE ROUND ROBIN and the TOP 6 Teams with the HIGHEST POINTS will be selected for the FINAL ROUND.
4. In case of TIE during the elimination round, all 6 players of both teams shall throw 3 balls each and a player in default shall have a zero (0) score.
5. The TOP 6 Teams shall play single round robin during the finals and their total pinfalls shall determine their respective final ranking.
6. Trophies and cash prizes shall be awarded to the Champion, 1st Runner – up, 2nd Runner-up, Highest Team Score, Highest Single, and Highest Pinning.
7. Request for postponement of games shall be entertained ONLY if majority of the players are ON OFFICIAL BUSINESS and should be filed 3 days before the given schedule.
8. As much as possible NO UNIFORM NO PLAY, or at least all players in the team should wear the same color.
9. **STRICTLY NO SMOKING OR DRINKING LIQUOR IN THE VENUE.**

PREPARED BY:


AUGUSTIN P. LABAN III
Administrative Officer V

APPROVED:


ESTELA LEON – CARIÑO, Ed. D., CESO V
Schools Division Superintendent

AUG 15 2013

DIVISION OF BAGUIO CITY RECEIVED

DEP-ED BAGUIO BASKETBALL TOURNAMENT

I. OBJECTIVES

1. promote camaraderie among our teachers and non-teaching personnel;
2. instill professionalism and sportsmanship; and
3. promote a happy and healthy living through sports.

III. PARTICIPANTS and VENUE

All male teachers (national and SEF paid) who will represent districts I, II, and III, BCNHS, PCNHS, INHS, former annexes of PCNHS, former annexes of BCNHS, and the Division Office (all male non-teaching personnel who are detailed in the DO and the different ESs) for a total of nine teams. Games shall be played at the PFVR Multipurpose Gymnasium every 4:30 PM of each scheduled playing day.

IV. FUNDING SOURCE

- *Registration Fee of P2000 shall be collected from each team
- *Solicitation
- *Sponsorship

V. BUDGET

A. Trophies	
Champion Trophy worth	P800.00
2 nd Place trophy worth	P600.00
3 rd Place trophy worth	P400.00
B. Cash Prizes	
Champion	P3000.00
2 nd Place	P2000.00
3 rd Place	P1000.00
C. Technical (Referees and Table Officials)	
41 games X P400	P16400.00
GRAND TOTAL	P24200.00


VI. RULES and REGULATIONS


1. The FIBA Basketball Rules shall govern the tournament
2. Participants shall only be the national and SEF paid male teachers except for team DO whose membership includes national and SEF paid non-teaching personnel from the different ESs.
3. The tournament shall be a round robin format in which the top four teams will qualify for the semifinal games. #1 plays #4 while #2 plays #3. Both numbers 1 and 2 shall enjoy a twice-to-beat advantage over their opponents. Winners from each semifinal game will play for the championship.

4. All games shall be played on a four quarters basis with each quarter consisting of 10 minutes played using a stop clock.
5. A penalty of P500.00 shall be charged against teams who will be forfeiting their games, otherwise they won't be participating in future basketball tournaments organized by DepEd-Baguio. Forfeiture of games shall be fifteen minutes after each scheduled time.
6. All players are enjoined to observe utmost professionalism and sportsmanship on and off the playing court.
7. NO REGISTRATION FEE, NO PLAY!

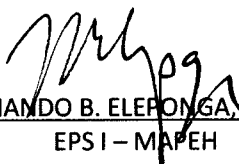
VI. SCHEDULE OF GAMES (this will follow after the meeting of all team representatives)

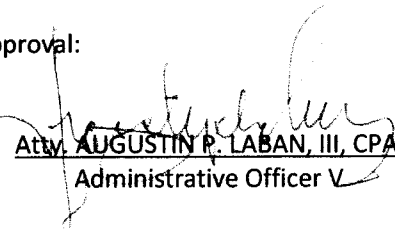
Prepared by:


SAMUEL T. ESGAEN, JR.
ES Principal III – ERQES


ROMULO M. FLORA
SS Principal III – INHS

Recommending Approval:


FERNANDO B. ELEPUNGA, Ed.D.
EPS I – MAPEH


ATTY. AUGUSTIN P. LABAN, III, CPA
Administrative Officer V

Approved:


ESTELA LEON-CARINO, CESO V
Schools Division Superintendent



PHYSICAL FITNESS PROGRAM

FOR

**SUPERVISORS, SCHOOL ADMINISTRATORS, AND NON-TEACHING
PERSONNEL OF THE DEPARTMENT OF EDUCATION, DIVISION OF BAGUIO
CITY**

RATIONALE'

It is the Department of Education's goal to provide quality basic education to all Filipino learners. In this regard, numerous programs and projects are formulated and implemented in order to achieve this goal. The Department also envisions that all workers are equipped with the right tools and knowledge in order to deliver what is expected of them and in doing so, various trainings and workshops are conducted by the Division, Regional, and Central Office to upgrade the competencies of teachers and employees. However, it is also part of the responsibility of the Department to promote and maintain the employees' well-being. Accordingly, the "I-AM-FIT" program was initiated by no other than the Secretary of Education.

The Civil Service Commission also encourages if not requires all government agencies to adopt the "The Great Filipino Workout" as an integral part of the National Physical Fitness and Sports Development Program through continuing physical fitness and sports activities. Thus, this continuing Physical Fitness Program is to be launched.

PROGRAM DESCRIPTION

There shall be friendly yet competitive games like basketball for men, volleyball for men and women, bowling and other activities promoting physical fitness, e.g. *taibo*, dancing, etc.

This program not only aims to develop a healthy and alert workforce but to bring the employees together (team building) to foster sportsmanship, camaraderie, and friendship through sports which is vital in developing healthy relationships between and among them. It is a fact that better working relationships leads to a more productive office.

PARTICIPATING GROUPS AND COMPETING TEAMS

The supervisors, school administrators, and non-teaching personnel shall be grouped into TEAMS by office, school or district. Each team shall create their "team name" and be responsible for the design and the color of their respective uniforms to be used in every game or physical fitness activities they are to participate. However, participants may use T- shirts (old or new) provided it is of the same color with the color decided by the team.

There shall be assigned team/group leader who shall be responsible for coordinating to the members regarding updates on the program, schedule of games and other activities.

SCHEDULE OF GAMES/ACTIVITIES

The sports activities/physical fitness activities shall be conducted on Thursdays and Fridays starting at 3:30 PM to 5:00 PM. The venues shall be announced through a Division Memorandum.

DURATION

This program will start on the third week of September 2013 and shall be carried over every school year depending on the schedules to be discussed and agreed upon by the members Division Management Committee.

GAME MECHANICS

In order to give all employees the chance to play or participate, sports events shall be done through a round – robin system. The six teams that garnered most wins shall play for the playoffs until a champion shall have been declared.

Trophies and cash awards shall be given to the winners.

FUNDING REQUIREMENT

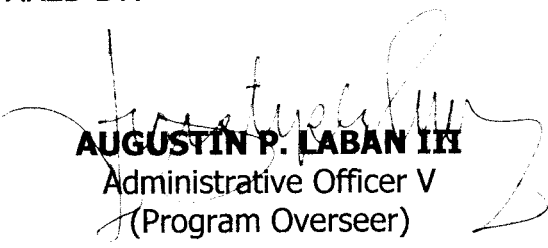
The annual budget for the program would be as follows:

Tarpaulin	P 4,000.00
Trophies	9,000.00
Cash prizes	20,000.00
Venue (bowling)	24,000.00
Other incidental expenses	3,000.00
TOTAL	P 60,000.00 =====

FUNDING SOURCE

All expenses for this program shall be charged from the funds coming from the operation of the PFVR Building earmarked for Sports Development Program.

PREPARED BY:



AUGUSTIN P. LABAN III
Administrative Officer V
(Program Overseer)

APPROVED:



ESTELA LEON - CARIÑO, CESO V
Schools Division Superintendent