



DIVISION MEMORANDUM

No. 01, s. 2015

**TO : All Public Schools District Supervisors
School / PEHM Heads
Public & Private Secondary and Elementary Schools**

FROM : FRANCIS CESAR B. BRINGAS, C.E.S.O. V f
Schools Division Superintendent

SUBJECT : TRAINING OF BAGUIO CITY ATHLETES FOR 2015 CARAA

DATE : January 5, 2015

1. This is to inform the field of the intensive training of athletes of Baguio for the 2015 CARAA will commence on January 6, 2015 and will last on February 11, 2015. The intensive training will be from 3:00 to 6:00 in the afternoon during school days, whole day training on Saturdays and half day training on Sundays and holidays. Likewise, all support groups and other officials are enjoined to start planning and prepare the necessary assistance to help Baguio City Athletic Delegation maintain its Elementary and Secondary Championship titles.
2. Athletes, coaches, trainers and chaperons shall be excused from their classes for this purpose. Make-up classes and contractual assignment must be provided to all athletes to maintain and improve their scholastic standing. To attain this purpose, local arrangement should be made with all teachers whose pupils/students are involved in this activity.
3. All athletes, coaches, chaperons, trainers, support staff and officials shall be given training, uniform and other allowances for CARAA purposes. Athletes, coaches, trainers, chaperons, athletic managers and other officials may look for their chosen tailors for their athletic uniforms and photo shops for sports ID pictures. Receipts of these items must be submitted for liquidation purposes.
4. Public school teachers shall be entitled to service credits and certificate of overtime credits (COC's) for the administrators and non-teaching personnel who are assigned to serve during this athletic endeavor.
5. The deadline for submission of required documents/papers of athletes, coaches and chaperons is on January 19, 2015. Kindly submit the complete set of documents to Mr. Joseph Estigoy (09212809572) or Mr. Maksim Botilas (09475530145). The first coach who will submit a complete set of documents and 2015 CARAA champion coach will be adjudged as the most outstanding coach of Baguio City. There are four categories for this purpose. Cash prizes and certificates will be awarded by this Division to the winners.
6. The **"NO COACH, NO PRACTICE, NO PLAY"** policy will be strictly observed.
7. The full support and cooperation of all concerned is earnestly enjoined.