



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**  
#82 Military Cut-off Road, Baguio City



DEC 27 2018

RELEASE

December 20, 2018

DIVISION MEMORANDUM No. 611, s. 2018

## TRAINING OF BAGUIO CITY ATHLETES FOR 2019 CARAA

TO: Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
Private Elementary and Secondary School Heads  
Coaches  
All others concerned


1. This is to inform the field that the Baguio City athletes will undergo an intensive training for the 2019 CARAA starting **January 4, 2019** and will last on **February 22, 2019**. 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.
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 or 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.
4. Public school teachers shall be entitled to service credits and compensatory overtime credits (COC) 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, assistant coaches and chaperons is on **January 18, 2019 (FRIDAY)**. Kindly submit the complete set of documents to Mr. Joseph A. Estigoy at Lucban Elementary School.
6. All forms are downloadable at the <http://depedpines.com> with the following file name **2019 PALARONG PANLUNGSOD FORM** and **NSAC DATA TEMPLATE**. For the documentary requirements for coaches, assistant coaches and chaperons please check on the file **PALARONG PAMBANSA 2019 COACHES DOCUMENTARY REQUIREMENTS**.



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7. The masterlist will be shared to you through google sheet and fill in the required information. Hence, coaches are requested to send their gmail or their deped email address to AIRAH KAYE D. NARON at 0999-996-5210.
8. The **"NO COACH, NO PRACTICE, NO PLAY"** policy will be strictly observed.
9. All changes and or additional information to the preparation of the 2019 CARAA will be done by releasing an addendum through the division website.
10. Wide and immediate dissemination of this memorandum is desired.

  
**FEDERICO P. MARTIN, EdD, CeD, CESO V**  
Schools Division Superintendent *Jingon*