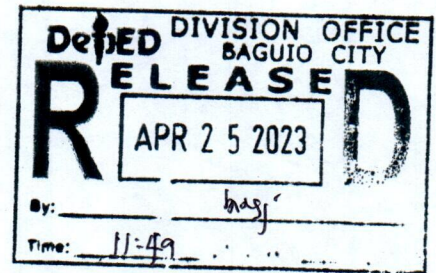




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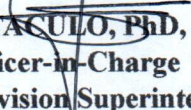
18 April 2023

DIVISION MEMORANDUM NO. 162
Series of 2023

PALARONG PANLUNGSOD AWARDING AND RECOGNITION PROGRAM

To: Assistant Schools Division Superintendent
Chief Education Supervisor – SGOD
Public Schools District Supervisors
Division Tournament Managers
District Sports Coordinators
Coaches and Athletes
All Others Concerned

1. Please be informed that the Palarong Panlungsod Awarding and Recognition Program will be held on **Friday, April 28, 2023, eight o'clock in the morning to twelve o'clock noon at the PFVR Multi Purpose Gymnasium.**
2. In view of the continued threat of COVID '19 and available space at the venue, participants are strictly identified.
3. Attached are the program of activities (Enclosure A), list of technical working group (Enclosure B) and list of participants (Enclosure C) for your reference.
4. Teachers and Non-Teaching Staff who will participate in the said even shall be entitled to Service Credits or COC, subject to the compliance of prescribed requirements.
5. This office extends its warmest congratulations to all winners and participants, working committees and officiating officials in the 2023 Palarong Panlungsod.
6. Widest Dissemination of this memorandum is desired.


SORAYA T. FACULO, PhD, CESO VI
Officer-in-Charge
Schools Division Superintendent





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Enclosure 1 of Division Memorandum 19, s. 2023
Palarong Panlungsod Awarding and Recognition Program
Program of Activities

**PALARONG PANLUNGSOD
AWARDING AND RECOGNITION PROGRAM
4 . 28 . 2023 8:30 AM PFVR Multi-purpose Gym**

8:00-8:30	REGISTRATION	c/o Joanna Villareal and Lorena Galera
8:30-8:45	National Anthem Prayer Baguio Hymn	c/o OSDS- ICT Unit
8:45-8:50	Opening Remarks	SORAYA T. FACULO, PhD, CESO VI Schools Division Superintendent
8:50-9:00	Inspirational Message	Hon. BENJAMIN B. MAGALONG City Mayor Hon. Marquez O. Go Representative, Lone District of Baguio
9:00-9:45	Awarding 13 CARAA Focus Sports	CONG. MARQUEZ GO SDS SORAYA T. FACULO
9:45-10:30	Awarding Team Events	MAYOR BENJAMIN MAGALONG CHRISTOPHER C. BENIGNO, PhD, CESO VI Assistant Schools Division Superintendent and
10:30-11:15	Awarding Individual Events	GAUDENCIO GONZALES City Sports Officer NIÑO M. TIBANGAY Chief Education Supervisor- SGOD
11:15-11:45	Recognition of • District Sports Coordinators • Tournament Managers • Sponsors	SDS SORAYA T. FACULO assisted by CES Niño Tibangay
11:45-11:50	Acknowledgements	CES NIÑO. M. TIBANGAY School Governance and Operations Division

Master of Ceremonies: Augie Pearl Simangan and Don Jose Tolentino

Note: There will be no health break. Snacks will be served during the awarding ceremonies. Queue for snacks will be by group to be facilitated by the Secretariat.





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Enclosure 2 of Division Memorandum 179, s. 2023
Palarong Panlungsod Awarding and Recognition Program
Technical Working Committees

**2023 PALARONG PANLUNGSOD AWARDING AND RECOGNITION PROGRAM
TECHNICAL WORKING COMMITTEES**

COMMITTEE	PERSONNEL IN CHARGE	TERMS OF REFERENCE
Planning Committee Chairperson	Niño Tibangay Rosanna Dizon	<ul style="list-style-type: none">Formulates general plan of activities for the Awarding programOrganize working committees and orient the members of their Terms of Reference
Program Invitation and	Jovelyn Balantin Samuel Bab-anga Asuncion Saguid	<ul style="list-style-type: none">Prepare program paper for the activityPrepare and deliver letters of invitation for guestsReproduce program paper for distribution during the program proper
Certificates and Medals	Arlani Buccat Augie Pearl Simangan Ma. Lorena Galera Joanna Villareal	<ul style="list-style-type: none">Print certificates for winners, participants, district sports coordinators and sponsorsArrange the signed certificates to be awarded following the program of activitiesAssist the official to award
Food and Refreshments	Juliet Ursabia Alma Tano Maira Lorena Galera Joanna Mae Villareal Dennis Gazmen Aljet Godoy Cortez Manny Clemente Honorio Matulay	<ul style="list-style-type: none">Takes charge of food distribution during the programCoordinates with the Procurement Committee for the delivery of procured food.
Registration	Joanna Mae Villareal Maria Lorena Galera	<ul style="list-style-type: none">Prints registration forms and requests for necessary materials for registrationManages the Registration process before the Program properForwards the registration/attendance sheet to the procurement committee for liquidation
Stage Decoration and Physical Set Up	Samuel Bab-anga Engr. Paul Lomas-e Arch. Kimberly Yap Dennis Gazmen	<ul style="list-style-type: none">Prepare the PFVR seats and stage for the City Meet Awarding ProgramSets up the secretariat and food distribution tables.





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	Dr. Wally Conge Dr. Roy Ananayo Manuel Clemente Randell Maquiling Jowell Rey Orpilla Honorio Matulay Aljet Cortex Godoy	<ul style="list-style-type: none"> Removes the tarpaulin after the program in preparation for the Solidarity program
Sound System and ICT Equipment	Sonny G. Paday-os Mark Ronald Cabatic	<ul style="list-style-type: none"> Sets up the sound system and projector if needed
Ushers	Jocelyn Coldeg Olivia Gomez Sarah Sebastian Reynalyn Padsuyan	<ul style="list-style-type: none"> Ushers and guides guests and athletes to their seats Directs guests and athletes to the location of the rest rooms as needed Controls crowd queue for the food distribution
Procurement	Don Jose Tolentino Jimmy Santos	<ul style="list-style-type: none"> Prepares and finalizes the proposal for approval of the CES Follow up procurement papers with concerned offices Advises the proponent and committees on the status and update of the procurement process
Master of Ceremonies	Don Jose Tolentino Jimmy Santos	<ul style="list-style-type: none"> Manages the flow of the program In consultation with the other committees, revise the program if necessary
Evaluation	Asuncion Saguid Jocelyn Coldeg	<ul style="list-style-type: none"> Designs monitoring and evaluation tool of the conduct of City Meet Shares the google link with the concerned participants for filling out Summarizes the M&E results for inclusion of the M&E for the final report





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**BREAKDOWN OF ATTENDEES TO THE
 PALARONG PANLUNGSOD AWARDING AND RECOGNITION PROGRAM**

#	EVENT	ATHLETES		COACHES	TOTAL	Remarks
		Male	Female			
1	Archery	5	2	4	11	Gold Medalists only
2	Arnis	7	7	6	20	Gold Medalists only
3	Athletics	27	27	4	58	Gold Medalists only
4	Badminton	6	6	7	19	Gold Medalists only
5	Baseball	6	6	12	24	Team Captains only – top 3
6	Basketball	6	6	12	24	Team Captains only – top 3
7	Billiards	6	6	4	16	Gold Medalists onlu
8	Boxing	10		3	13	Gold Medalists only
9	Chess	6	6	6	18	Gold Medalists only
10	Dancesports	5	5	7	17	Gold Medalists only
11	Football	6	6	12	24	Team Captains only – top 3
12	Futsal		12 (Gold) 2 (Silver and Bronze)	3	17	12 Athletes- Gold Medalists only 2 (Silver and Bronze) – Team Captains only Coach – Top 3
13	Gymnastics	10	10	3	23	Gold medalists only
14	Pencak Silat	5	5	3	13	Gold medalists only
15	Sepak Takraw	3		3	6	Team Captains only- top 3
16	Softball	3	3	6	12	Team Captains only- top 3
17	Swimming	12	10	4	26	Gold Medalists only
18	Table Tennis	3	3	3	9	Gold Medalists only
19	Taekwondo	19	21	4	44	Gold Medalists only
20	Tennis	3	3	3	9	Gold Medalists only
21	Volleyball	3	3	6	12	Team Captains only- top 3
22	Wrestling	16	11	5	32	Gold Medalists only
23	Wushu	5	5	6	16	Gold Medalists only
24	Muaythai	10	10	9	29	Gold Medalists only
	TOTAL	182	175	125	482	





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Enclosure 3 of Division Memorandum 159 , s. 2023
Palarong Panlungsod Awarding and Recognition Program
List of Participants

**PARTICIPANTS TO THE PALARONG PANLUNGSOD
AWARDING AND RECOGNITION PROGRAM**

Group	Participants	Number		
		Male	Female	Total
Top Management	Schools Division Superintendent, ASDS	1	1	2
Middle Managers	Chief Education Supervisors	1	1	2
	Public Schools District Supervisors	2	7	9
	Education Program Supervisors	1	1	2
	Sections Heads- SGOD	0	3	3
TWG	SGOD Staff	12	11	23
Sports Officials	Tournament Managers	19	6	25
	District Sports Coordinators	9	1	10
Winners	Athletes**	182	175	357
	Coaches**			125
Sponsors				3
TOTAL		235	212	561

****Refer to the Table below**

