



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



OS^P February 2025

DIVISION MEMORANDUM

No. 104-2025

**ORIENTATION OF COACHES ON THE USE OF DEPED ATHLETIC MEET
SCREENING AND ACCREDITATION SYSTEM**

To: Chief Education Supervisors
Public Schools District Supervisors
Public and Private School Heads
All Coaches and Assistant Coaches
All Project Development Officer I (School-based)
All Others Concerned

1. Relevant to the use of the DepEd Athletic Meet Screening and Accreditation System (AMSAS), all coaches, assistant coaches, and school-based Project Development Officer I are requested to attend the orientation on February 7, 2024, starting at 1:00 p.m. at Training Hall 1, Schools Division Office, Military Cut-off Road, Baguio City.
2. All coaches and/or assistant coaches shall bring their laptops and extension wires for the light workshop on the AMSAS. They shall also bring or retrieve their folders for data entry.
3. The orientation will equip coaches and assistant coaches with the necessary skills to use the AMSAS for encoding records of coaches, assistant coaches, chaperones, and athletes. This process is a requirement for the Regional Screening and Accreditation of 2025 CARAA meet.
4. Additionally, all school-based Project Development Officer I (PDO I) personnel are assigned to assist the Division Screening and Accreditation Committee (DSAC) members for the preparation of documents for coaches, assistant coaches, chaperones, and athletes from February 10-13, 2025. Documents shall be submitted to the Regional Office on or before February 13, 2025.
5. This memorandum serves as the travel authority for all DSAC members mentioned in **Division Memorandum No. 8, s. 2025**, and for all school-based PDO I personnel reporting to the Schools Division Office from February 10 to 13, 2025.
6. For queries or clarifications, please contact Mr. Jerry C. Ymson, DSAC Chairperson, through 0995-362-9924.
7. Immediate dissemination of this Memorandum is desired.

SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600
Telephone No.: (074) 665-1231
Email Address: baguio.city@deped.gov.ph



DepEd Tayo Baguio City



<https://depedpines.com>