



Republic of the Philippines  
**Department of Education**  
REGION XII  
SCHOOLS DIVISION OF SOUTH COTABATO

Office of the Schools Division  
Superintendent

17 Nov 2023

DIVISION MEMORANDUM  
CID No. **152**, s. 2023

CONDUCT OF THE SOUTH COTABATO PROVINCIAL ATHLETIC  
ASSOCIATION (SCPAA) MEET 2024

To: Public Schools District Supervisors/Principals In-Charge  
Public and Private Elementary and Secondary School Heads  
Public and Private Elementary and Secondary School Teachers Concerned  
Municipal/District/School Sports Coordinators  
All Others Concerned

1. In line with Palarong Pambansa Memorandum PPS 1122-001 issued by Francis Cesar B. Bringas, Assistant Secretary, Governance and Field Operations, Secretary-General Palarong Pambansa, the Department of Education through the Palarong Pambansa Secretariat (PPS) and DepEd Memorandum No. 005, s. 2023 this office in coordination with the Provincial Government of South Cotabato and the Local Government Unit of Sto. Niño Municipality announces the **Conduct of the South Cotabato Provincial Athletic Association (SCPAA) Meet 2024** at Sto. Niño Central Elementary School and Sto. Niño National High School, Sto. Niño, South Cotabato on February 6-11, 2024.

2. The Athletic Association Meet is in adherence to the Republic Act. No. 10588, known as the “Palarong Pambansa Act of 2013” and to the United Nations doctrine of using Sports and Physical Education, Health Development and Peace among People and Values Formation among the Youth. It is also the avenue for discovering learner-athletes with potential athletic skills, abilities, and attitudes to represent the Division and the Province of South Cotabato at the different levels of competitions from local to national.

3. There shall be ten (10) Athletic Association Delegations for Elementary and Secondary (Public and Private).

- 3.1 Banga Delegation
- 3.2 Lake Sebu Delegation
- 3.3 Norala Delegation
- 3.4 Polomolok Delegation
- 3.5 Sto. Nino Delegation
- 3.6 Surallah Delegation
- 3.7 Tampakan Delegation
- 3.8 Tantaran Delegation
- 3.9 Tboli Delegation
- 3.10 Tupi Delegation

SDOSC-OSDS-DIO-NM-v3.0r0.0, effective 04/06/2020



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4. Every delegation shall take charge of its own food and transportation while the accommodation shall be the responsibility of the Host Municipality/District/Schools (Elementary & Secondary).

5. The Schools Division Office shall take charge of the Technical Management and games administration under the direct supervision of the Schools Division Superintendent and the Division Sports Officer. All events that were played during the 2023 Palarong Pambansa shall be played at this South Cotabato Provincial Athletic Meet 2024.

6. Every delegation shall create its own screening committee and shall conduct screening and actual interviews of athletes and examination of records at the lower meets. **NO** athlete shall be allowed to play during the South Cotabato Provincial Athletic Association Meet 2024 without the complete required records or clearance from the Division Screening and Accreditation Committee (DSAC). Anybody found guilty of tampering, changing athlete's records, and impersonation shall be dealt with accordingly even after the meet. Submission and screening of athletes' records is on January 15-19, 2024, at Sto. Niño Central Elementary School, Sto. Niño, South Cotabato. Submission of documents beyond the set deadline/screening shall no longer be accepted.

7. Learner-athlete participants must meet the following qualifications/requirements to participate in the activity:

7.1. those who were born on or after **January 1, 2011 for the Elementary Level** and **January 1, 2006, for the Junior & Senior High School**

7.2 must meet the guidelines set by the Division Selection and Accreditation Committee (DSAC).

**FOR ATHLETES**

7.2.1. Athletes' Record (AR)

7.2.2. Original PSA/NSO Birth Certificate

7.2.3. SF-10 up to First Grading Grades duly signed by the Adviser, Principal/Registrar

7.2.4. Certificate of Enrollment and Attendance

7.2.5. Medical Certificate

7.2.6. Dental Certificate (FOR ELEMENTARY ATHLETES ONLY)

**7.2.7. COACHES, ASSISTANT COACHES:**

7.2.7.1. Certificate of Training 24 hrs-non combative, 40-hrs. combative.

7.2.7.2. Certificate of Participation

7.2.7.3. Membership Certificate on Clubs

7.2.7.4. Medical Certificate

7.2.7.5. Appointment

**7.2.8. CHAPERONS:**

7.2.8.1. Appointment

7.2.8.2. Commitment Form

7.2.8.3. Medical Certificate

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- 7.2.8.4. Certificate of Participation
- 7.2.8.5. Membership Certificate on Clubs
- 7.2.8.6. Medical Certificate

**NOTE: Pictures in the Dental Certificate and Gallery are computer-generated (built-in/NO pasting of pictures).** Medical and Dental examinations of athletes, coaches, co-coaches, and chaperons shall be through the Municipal Health Officer of every municipality.

8. Selection of athletes and Cluster (Municipal) Meet shall be conducted during weekends only (Friday, Saturday & Sunday). Furthermore, the conduct of the sports activity shall also observe the following:

- -it MUST be Simple.
- -NO Fun-Fare.
- -Focus on the selection of Athletes based on skills and statistics.
- -NO popularity contest.
- -NO Mister and Miss Intramurals/Sports since not observed in higher competition.
- -Medal tally (gold, silver, and bronze) will be used in determining the ranking.

9. Since the SCPAA Meet 2024 falls on a school day, concerned schools are enjoined to adopt measures to ensure that **NO** teacher-participant classes are left unattended. Schools are encouraged to follow schemes such as the distribution of learners to different sections in the meantime that the teacher/s is/are out for the training and actual sports competition, assigning other teachers or the school head to handle classes or other strategies most applicable and beneficial to the learners. School heads should closely monitor the implementation of these measures and provide the necessary technical assistance to schools to make sure that classes are not disrupted.

10. This face-to-face activity shall adhere to the minimum health protocols as prescribed by IATF/RIATF. All participants are enjoined to strictly follow the health and safety protocols set by the venue.

11. For services rendered on Holidays, Saturdays, and Sundays, all personnel concerned are entitled to Compensatory Time Off (CTO) or Service Credits in accordance with Civil Service and DBM Joint Circular No. 2, s. 2004 on **Non-Monetary Remuneration for Overtime Service Rendered** or DO 53, s. 2003 on **Updated Guidelines on Grant of Vacation Service Credits to Teachers**.

12. Meals, snacks, and traveling expenses incurred are chargeable against School/Division MOOE/local funds subject to the usual accounting and auditing rules and regulations.

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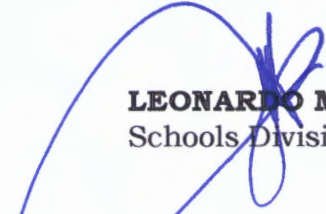




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13. For any inquiry, persons concerned are advised to contact **Alex F. Floro**, Education Program Supervisor-P.E., Health, SPS, ALS & Division Sports Officer through mobile no. 09555546285.

14. Immediate dissemination of this memorandum is directed.

  
**LEONARDO M. BALALA, CESE**  
Schools Division Superintendent

Enclosure: None

Reference: Palarong Pambansa Memorandum PPS 1122-001

DepEd Memorandum No. 005, s. 2023

To be indicated in the Perpetual Index  
under the following subjects:

MAPEH      COMPETITION      CURRICULUM      SPORTS

AFF/MLA- conduct of the south cotabato provincial athletic association  
(SCPAA) meet 2024  
0000/November 17, 2023

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