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Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-028

To : Chiefs, CID & SGOD
Division Sports Officer
School heads concerned
All others concerned

Subject : **CRAFTING OF THE DIVISION MANUAL OF OPERATIONS FOR SPORTS**

Date : January 20, 2025

The Schools Division of Digos City is determined to develop standard processes and procedures in the conduct of its Sports Program. In order to accomplish this endeavor, a Manual of Operations for Sports shall be crafted as a document which shall serve as a program implementation guide.

The following personnel shall compose the Technical Working Group for the crafting of the Division Manual of Operations for Sports:

NAME	POSITION	ASSIGNMENT
1. Cherrie Anne Bohol	EPS – SGOD	Team Leader, Editor
2. Marjun Rebosquillo	SEPS-PRS	Writer
3. Peter-Jason Senarillos	SEPS-SMN	Writer, DSO
4. Ma Regina Robante	Master Teacher I	Writer
5. Jay Mark Alocelja	Teacher III	Visual Artist
6. Lee Wilson Precellas	Teacher II	Visual Artist
7. Brynel Espina	Teacher I	Writer, Grammarian
8. Jayffer Sartorio	Teacher I	Visual Artist

The TWG shall meet together for the writeshop on January 24, 2025, 1:00 O'clock in the afternoon, at the SGOD Office.

For guidance and compliance.

Schools Division of Digos City

RECORDS SECTION

RELEASED

DATE: JAN 21 2025 TIME: 11:00 AM

BY: [Signature]

[Signature]
MELANIE F. ESTACIO, PhD, CESO VI
Schools Division Superintendent



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