



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2025-099

To : **ATTY. CLARISSE JOY C. ARNAEZ-LLABAN**
Legal Officer/DSAC Chairperson
DIANA GRACE V. AMIGO
Project Development Officer I

Subject : **ATTENDANCE TO THE PREPARATION OF DELEGATES' DOCUMENTS FOR 2025 PALARONG PAMBANSA**

Date : **March 24, 2025**

This is in reference to the Regional Memorandum ORD- 2025-035 dated March 18, 2025, re: Preparation of Delegates' Documents for 2025 Palarong Pambansa in Laoag City, Ilocos Norte.

As part of the preparations of 2025 Palarong Pambansa, the Regional Screening and Accreditation Committee (RSAC) with Data Group will finalize the documents of the athletes, coaches, assistant coaches and chaperones for the upcoming National Screening and Accreditation of the qualified participants, including the Athletes' Passports, Master list and other documents for submission to National Screening and Accreditation Committee (NSAC).

In view thereof, you are hereby directed to attend the series of preparations, on **March 27-28, 2025, April 21-22, 2025, and April 29-30, 2025**, at **Durian Hall, Torress St., Davao City**.

Travel and other incidental expenses relative to the attendance of the said activity will be charged against local funds, subject to usual accounting and auditing rules and regulations.

For your information and strict compliance.

Melanie P. Estacio

Digitally signed by Melanie P. Estacio
 Date: 2025.03.24 14:27:45 +08'00'

DepEd Schools Division of Digos City
RECORDS SECTION

MELANIE P. ESTACIO, PhD., CESO VI
 Schools Division Superintendent

RELEASED

DATE: MAR 25 2025 TIME: 5:00
 BY: [Signature]



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records



Republic of the Philippines
Department of Education
DAVAO REGION

47553

March 18, 2025

REGIONAL MEMORANDUM
ORD-2025-035

PREPARATION OF DELEGATES' DOCUMENTS FOR
2025 PALARONG PAMBANSA

To: Assistant Regional Director
Schools Division Superintendents

1. As part of the preparations of 2025 Palarong Pambansa, the Regional Screening and Accreditation Committee (RSAC) with Data Group will finalize the documents of the athletes, coaches, assistant coaches and chaperons for the upcoming National Screening and Accreditation of the qualified participants, including the Athletes' Passports, Master list and other documents for submission to National Screening and Accreditation Committee (NSAC).
2. In view thereof, the RSAC members/representatives from Regional Office and Schools Division Offices and 1 Data Group member are directed to attend the series of preparations, on March 27-28 2025, April 21-22, 2025 and April 29-30, 2025, at Durian Hall, Torres St, Davao City.
3. Meals shall be chargeable to downloaded funds while travelling expenses relative to these activities shall be charged to local funds subject to usual accounting and auditing rules and regulations
4. For strict compliance.

DEPARTMENT OF EDUCATION NO.
RECORDS SECTION
RELEASED

ALLAN G. FARVAZO
Director IV

ORD/LU 1/lcp

By:
Date: March 19, 2025
47553



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