

Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region III  
**DIVISION OF CITY SCHOOLS**  
City of San Jose del Monte



website: [www.depedcsjdm.webs.com](http://www.depedcsjdm.webs.com) / e-mail: [deped\\_csjdm@yahoo.com](mailto:deped_csjdm@yahoo.com) / telefax: (044) 815-2815

October 4, 2016

**DIVISION MEMORANDUM**  
No. 173 s. 2016



To: Assistant Schools Division Superintendent  
Public Schools District Supervisors  
Public Elementary School Heads  
Public Secondary School Heads  
Private School Administrators

**CONDUCT OF 2016 DIVISION SPORTS ENHANCEMENT PROGRAM**

1. This is to announce the conduct of the **2016 Division Sports Clinic** to be held on **October 14-16, 2016** at Sapang Palay National High School.
2. The objectives of this activity are to:
  - a. capacitate coaches and officiating officials on the rules and guidelines of the different sporting events
  - b. assess the Division Performance in Sports
  - c. promote camaraderie among the coaches and officiating officials of the City of San Jose del Monte
3. Each school is requested to send coaches and officiating officials in the following events:
  - a. Arnis
  - b. Athletics
  - c. Badminton
  - d. Basketball
  - e. Chess
  - f. Football
  - g. Futsal (High School only)
  - h. Sepak Takraw
  - i. Swimming
  - j. Table Tennis
  - k. Taekwondo
  - l. Volleyball
4. The Matrix of Activities, Technical Working Group, Medical Certificate Form, and Registration Forms are in Inclosure Nos. 1, 2, 3, and 4, respectively.
5. Participants are advised to have the medical certificate signed by a government physician and come in proper sports attire during the training.
6. Two (2) days service credits for October 15 and 16, 2016 (Saturday and Sunday) per DepEd Order No. 53, s. 2003 shall be granted.
7. Expenses relative to this activity shall be charged against Division Inset Funds subject to the usual accounting and auditing rules and regulations.
8. School Heads are expected to submit names of participants to this Office (Attention: Bernadette B. Rosaroso, EPS In-Charge of School Sports) until October 6, 2016.
9. Wide dissemination of this Memorandum is desired.

  
**GERMELINA H. PASCUAL, CESO V**  
Schools Division Superintendent

**2016 DIVISION SPORTS ENHANCEMENT PROGRAM**

**MATRIX OF ACTIVITIES**

October 14-16, 2016

TIME	DAY 1	DAY 2	DAY 3
7:00 – 7:30	Registration	Management of Learning	Management of Learning
7:30 – 8:00			
8:00 – 8:30	Opening Program	BREAKOUT SESSION Practicum 1 Coaching	BREAKOUT SESSION
8:30 – 10:15	Sports Nutrition Muscle Conditioning		
10:15 – 10:30	Morning Snack	Morning Snack	Practicum 3 Actual Game & Officiating
10:30 – 11:15	Sports Psychology Sports Medicine	Guidelines and Procedures in the Screening & Accreditation of Athletes	
11:15 – 12:00	Sports Management	Action Planning	Organization of CSJDM Association of School Sports Enthusiast
12:00 – 1:00	<b>LUNCH BREAK</b>	<b>LUNCH BREAK</b>	<b>LUNCH BREAK</b>
1:00 – 2:00	The Art of Coaching & Officiating	Officiating	Submission of Action Plan Clearing House
2:00 – 3:00		Records Management	
3:00 – 3:15	Afternoon Break	BREAKOUT SESSION	Afternoon Break
3:15 – 5:00	BREAKOUT SESSION Rules & Guidelines		
			Closing Program





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Inclosure No. 2. Division Memorandum No. 773s. 2016

**2016 DIVISION SPORTS ENHANCEMENT PROGRAM**  
**TECHNICAL WORKING GROUP**  
**October 14-16, 2016**

**Program Training Managers** : **BERNADETTE B. ROSAROSO**  
 EPS I – SGOD, In-Charge of School Sports  
**MANUEL P. DELA CRUZ**  
 SEPS – HRD

**Chairmen** : **EDWIN C. DEQUIÑA**  
 BBF Elementary School  
**REY B. ALCAZAR**  
 Sapang Palay National High School

**Resource Speakers:**

Arnis	<b>WILFREDO R. NICOLAS</b> SJDM Central School <b>ARNEL CASIÑO</b> Towerville HS	Athletics	<b>EDWIN C. DEQUIÑA</b> BBF ES <b>GILBERT Q. SELVA</b> Kakawate ES
Badminton	<b>RYAN SANDOVAL</b> BBE Elementary School <b>EVANGELINE C. RAMOS</b> SPNHS	Basketball	<b>RICKY PACQUING</b> BBF ES <b>MICHAEL DAVIS</b> Towerville ES
Chess	<b>EUGENE TORRES</b> Minuyan ES	Futsal	<b>JESSIE V. NAVARRA</b> SPNHS
Football	<b>REY B. ALCAZAR</b> SPNHS	Sepak Takraw	<b>KELLY M. DACUMOS</b> PFCS <b>KRISTIAN PLATA</b> SPNHS
Swimming	<b>RIZZA A. TORREGOZA</b> TMES		
Table Tennis	<b>RIZAL A. GEMAO</b> TMES <b>RAQUEL Z. SANJOY</b> SPNHS	Volleyball	<b>URCESIO A. SEPE</b> SDO <b>BAMBIE R. CORTEZ</b> SPNHS
Taekwondo	<b>JANSEN VILLAFUERTE</b> CSJDM National Science HS	SPORTS MANAGEMENT	<b>BERNADETTE B. ROSAROSO</b> SDO
RECORDS MANAGEMENT	<b>DARRA MENZI B. DE MESA</b> SPNHS	SPORTS NUTRITION	<b>LODIVINA E. SIDAYON</b> SPNHS

**2016 DIVISION SPORTS ENHANCEMENT PROGRAM  
 TECHNICAL WORKING GROUP  
 October 14-16, 2016**

**Committee**

<b>REGISTRATION</b>	<b>ACCOMMODATION / VENUES</b>	<b>DOCUMENTATION</b>
LODIVINA E. SIDAYON RIZZA A. TORREGOZA RYAN SANDOVAL	RAQUEL Z. SANOS BAMBIE R. CORTEZ KRISTIAN PLATA	EVANGELINE C. RAMOS MICHAEL DAVIS
<b>MATERIALS / EQUIPMENT</b>	<b>MONITORING, ASSESSMENT &amp; EVALUATION</b>	<b>RECORDS MANAGEMENT FORMS</b>
JESSIE V. NAVARRA RIZAL A. GEMAO ARNEL CASIÑO	MANUEL P. DELA CRUZ URCESIO A. SEPE	DARRA MENZI B. DE MESA KELLY M. DACUMOS

**Venues:**

Arnis	-	SPNHS Roquero Gym
Athletics	-	SJDMNTS Grounds
Badminton	-	SPNHS Sarmiento Gym
Basketball	-	SJDMNTS Basketball Court
Chess	-	SPNHS
Football	-	SJDMNTS
Futsal	-	SPNHS
Sepak Takraw	-	SPNHS
Swimming	-	SPNHS
Table Tennis	-	SPNHS
Taekwondo	-	SPNHS
Volleyball	-	SPNHS



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Inclosure No. 3. Division Memorandum No. 173. 2016

**MEDICAL CERTIFICATE**

\_\_\_\_\_  
 (Date)

**To Whom It May Concern:**

This is to certify that I have personally examined \_\_\_\_\_  
 (Name)

age \_\_\_\_\_ sex \_\_\_\_\_ and currently employed in \_\_\_\_\_  
 (School)

as \_\_\_\_\_ and have found that he/she is physically fit, during the time of  
 (Position/Designation)

examination, to attend and partake in the conduct of 2016 Division Sports Enhancement Program.

Event: \_\_\_\_\_

**Physical Examination**

Date examined: \_\_\_\_\_

Height \_\_\_\_\_ Weight: \_\_\_\_\_ Blood Pressure \_\_\_\_\_

Pulse, Resting \_\_\_\_\_ Respiratory Rate \_\_\_\_\_

Other Remarks: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
 Physician/Medical Officer  
 (Signature over printed name)

License No. \_\_\_\_\_

PTR.: \_\_\_\_\_

Date: \_\_\_\_\_





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Inclosure No. 4. Division Memorandum No. 173. 2016

**CSJDM SCHOOL SPORTS PROFILE**

Name: \_\_\_\_\_ Sex: \_\_\_\_\_ Marital Status: \_\_\_\_\_

School: \_\_\_\_\_ Age: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Designation: \_\_\_\_\_ Area of Concern: ( ) Coaching ( ) Officiating

Coaching Experience: \_\_\_\_\_

Officiating Experience: \_\_\_\_\_

Sports Training: \_\_\_\_\_

Sports Affiliation: \_\_\_\_\_

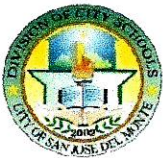
Certified true and correct:

Name of Participant

Contact Number

Date Signed

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Inclosure No. 4. Division Memorandum No. \_\_\_\_\_ s. 2016

**CSJDM SCHOOL SPORTS PROFILE**

Name: \_\_\_\_\_ Sex: \_\_\_\_\_ Marital Status: \_\_\_\_\_

School: \_\_\_\_\_ Age: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Designation: \_\_\_\_\_ Area of Concern: ( ) Coaching ( ) Officiating

Coaching Experience: \_\_\_\_\_

Officiating Experience: \_\_\_\_\_

Sports Training: \_\_\_\_\_

Sports Affiliation: \_\_\_\_\_

Certified true and correct:

Name of Participant

Contact Number

Date Signed