



DEPARTMENT OF EDUCATION

DIVISION OF CEBU PROVINCE

SUDLON, LAHUG, CEBU CITY



February 11, 2019

DIVISION MEMORANDUM

No. 081 s. 2019

**PRE-DEPARTURE CONFERENCE OF ALL COACHES AND COMMITTEE
CHAIRPERSONS FOR THE 2019 CVIRAA MEET**

To: Assistant Superintendents
Chiefs, CID and SGOD
Education Program Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads
Heads, Elementary and Secondary Schools

1. This Office informs the field on the conduct of the Pre-Departure Conference of all Coaches and Committee Chairpersons in preparation for the departure of all the delegates to the CVIRAA Meet at Dumaguete City.
2. The conference will be held on February 12, 2019 at the Division Office Social Hall which will start at 1:00 o'clock in the afternoon.
3. Those from the islands of Bantayan and Camotes may be represented by those who are attending to the training of athletes here in the mainland.
4. PSDSs and School Heads are enjoined to ensure the attendance of all concerned participants under their responsibility.
5. Participants to said conference are only coaches in all the sports events in the Elementary and Secondary.
6. The following committee Chairpersons are enjoined to attend the conference:
 - Billeting Quarter - Mrs. Ma. Elena Paras/ Mrs. Remie Mantuhac
 - Physical Facilities - Engr. April Custodio/Dr. Gerardo Mantos
 - Recorders - Ms. Daphne Daño/Mr. Isidore Luther Herrera
Mrs. Zenifer Corpuz
 - Security & Communication - Mr. Willy Adonay
 - Socio-Civic/Religious - Mrs. Agustina Colita
 - Supply - Mr. Patricio Gonzaga
 - Job Orders - Mr. Felix Petilla
Mr. Michael Rabuya

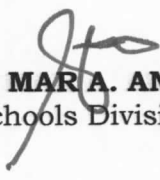
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| • Documentation | Mr. Mario Joseph Caballero |
| | Mr. Pablito Catubay |
| | Mr. Rommel Tanggol |
| • Food Preparation | Mrs. Imelda Margaja |
| • Packing | Mr. Billy Maurillo |
| • Purchaser | Mrs. Eva Casinillo |
| • Delegation Parade In-charge | Mr. Ralph Anthony Panique |
| • Yell In-Charge | Mrs. Janeth Amarillo |
| • SPED Monitor | Mr. Jovyp Baraquia |
| • Announcer | Mrs. Socorro Relacion |
| • Uniform Distribution | Mr. Archie Gallego |
| • Medical | Dr. Asterterie Bernales |
| | Dr. Virgilio Tantuico |
| • Dental | Dr. Glynnis Guinocor |

7. All Sports Coordinators/Monitors will have their meeting in Dumaguete City on February 14, 2019 at 7:00 p.m. at the billeting quarter.

8. All participants to the abovementioned conference are expected to be at the conference venue on time.

9. Traveling and other incidental expenses incurred by the participants shall be chargeable against Local School MOOE/SEF funds, subject to the usual accounting and auditing rules and regulations.

10. Immediate and wide dissemination of this Memorandum is desired.


RHEA MARA A. ANGTUD, Ed. D., CESO VI
 Schools Division Superintendent

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