



TRAVEL ORDER

Authority is hereby requested for teachers & students:

- | | | |
|-------------------------------|---|---|
| 1. Alddin Ambay | - | Student – Sta. Cruz ES |
| 2. Kassandra Clai Clado | - | Student – Sta. Cruz ES |
| 3. Rea Sim Gigante | - | Teacher (Chaperone) - Sta. Cruz ES |
| 4. Jelvie Jenkins Nama | - | Student – La Salle College Antipolo |
| 5. Joana Marie Leonor BUlilan | - | Student – Dalig NHS |
| 6. Jessica Durante | - | Teacher (Chaperone) – San Jose NHS |
| 7. Joshua Buenaflor | - | Student – English Christian Academy |
| 8. Jewel Angelo Albo | - | Student – Antipolo Immaculate Conception School |
| 9. Eduardo B. De Leon Jr. | - | Teacher (Assistant Coach) – San Isidro ES |
| 10. Bhay Maitland Newberry | - | Student – Rich Golden Shower Montessori School |
| 11. Josef Vince Arceo | - | Student – Rockfort Christian Academy |
| 12. Arjay Vince Zapanta | - | Student – San Isidro NHS |
| 13. Nicole Anne Calasara | - | Student – La Salle College Antipolo |
| 14. Nhoierine Mendoza | - | Student – San Isidro NHS |
| 15. Rayvy Atizado | - | Teacher (Chaperone) – San Roque NHS |
| 16. Jefferson Balenton | - | Student – San Isidro NHS |
| 17. Aljohn Lougen Imperial | - | Student – San Isidro NHS |
| 18. Jay Maisel Iardizzabal | - | Teacher (Coach) – San Isidro NHS |

Purpose : Attendance to the **LIVE-IN TRAINING FOR REGION IV-CALABARZON DELEGATES FOR THE PALARONG PAMBANSA**

Destination : **Laguna Sports Complex, Bubukal, Sta. Cruz Laguna**

Date : **March 21 - 28, 2018 & April 2 - 10, 2018**

Means of Transportation : **Public Transportation**

Travel is on :
 / Official Business
 Official Time

Source of Funds:
 MOOE Personal Funds
 Canteen Funds / Others: Local/MOOE

Funds

Approved:

DR. ROMMEL C. BAUTISTA, CESO V

Schools Division Superintendent



DEPED-4A-RM-05-18- 148

TO : ALL SCHOOLS DIVISION SUPERINTENDENTS

FROM : DIOSDADO M. SAN ANTONIO
Director IV

SUBJECT : LIVE-IN TRAINING FOR REGION IV – CALABARZON DELEGATES
TO THE 2018 PALARONG PAMBANSA

DATE : February 27, 2018

1. To ensure a competitive Team CALABARZON in the 2018 Palarong Pambansa on April 15 - 21, 2018 in the Province of Ilocos Sur, a Live-in Training for Region IV-CALABARZON Delegates shall be conducted on March 21- 28 and April 2-10, 2018 at Laguna Sports Complex, Bubukal, Sta. Cruz, Laguna.
2. All candidate athletes, coaches, assistant coaches, chaperons and trainers (regular and demonstration sports) are required to be at the training venue and attend the orientation meeting on March 21 at 1:00 o'clock in the afternoon. Training for students with disability shall be held on April 2-10, 2018 at the same venue. They are advised to **bring their own dining paraphernalia, mattresses and beddings.**
3. Division Education Program Supervisors In-charge of Sports and SPED are enjoined to attend the orientation meeting and serve as monitoring officials based on their schedule.
4. Screening of athletes' documents shall be conducted on March 26 while the interview of athletes shall be on March 27-28, 2018 at Felicisimo T. San Luis Memorial National High School. Hence, all athletes, coaches and chaperons having their training outside the designated training venue are required to report at the screening venue on the said dates. Likewise, identified members of the Regional Screening and Accreditation Committee (RSAC) are advised to be at the venue from April 26-28, 2018.
5. Attached herewith are the Guidelines on Live-in Training for Palarong Pambansa (*inclosure 1*), List of Delegation and Working Committee Members for the Live-in Training (*inclosure 2*), Identified Members of the Regional Screening and Accreditation Committee (*inclosure 3*) and Monitoring Schedule (*inclosure 4*). Teaching personnel who will render services during weekends and holidays shall be given Service Credits and Compensatory Overtime Credits (COC) for non-teaching personnel based on the actual number of days served.



Trunk Line: (02) 682-5773 / 684-4914 / 647-7487
Fax: (02) 682-2114
Website: depedcalabarzon.ph
Facebook: DepEd R-4A Calabarzon
E-mail: region4@deped.gov.ph



AJA17-0078

6. Travel expenses of delegates relative to this training shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
7. Immediate dissemination of this Memorandum is desired.

QAD/pd

GUIDELINES ON LIVE-IN TRAINING FOR 2018 PALARONG PAMBANSA

1. All athletes, coaches, assistant coaches, chaperons and trainers must be at the training venue throughout the training except for those with prior approval of tournament participation. Teams who are participating in tournaments are required to attend the training orientation, screening and interview.
2. A team will be allowed to have their training outside the designated training venue upon approval by the Regional Director. Failure to attend the training for an aggregate of five days will disqualify the athlete/s.
3. An athlete who waived his/her right to play should submit a waiver signed by his/her parent/guardian, Education Program Supervisor In-charge of Sports/SPED and Schools Division Superintendent.
4. The champion coach will lead the team during the training. In case the winning coach waived his/her right to coach, he/she should submit a waiver signed by the Schools Division Superintendent before the start of the live-in training. The second winning coach will take over and that the replacement must be done prior to the training. The management will decide the replacement in case the second winning coach waives.
5. Requests to join tournament/s during the live-in training must be supported with documents (invitation/confirmation from the management of the tournament and parents' permit) signed by the Schools Division Superintendent.
6. Individual event athletes may be allowed to be trained by their personal trainers outside the designated training venue provided that they will report at the designated training once needed.
7. Coaches, asst. coaches, trainers and chaperons must at all times be with their respective team/athletes. Any request to leave the training venue must have letter approved by the Schools Division Superintendent or Division Education Program Supervisor In-Charge of Sports/SPED.
8. Coaches, asst. coaches and chaperons must regularly check all the belongings of their respective athletes. Sharp objects are not allowed in the sleeping quarter.
9. Teams which come from different divisions shall not be allowed to join the tournament on the first week to give time for the new team members to establish team play and rapport. The team shall be allowed to join tournaments provided that all athletes shall be included.
10. Coaching staff must submit a training design to the training management before the scheduled live-in training for evaluation.
11. Coaches and chaperons of regular athletes are not allowed to take a bath with their athletes. They must serve as lookout while the female athletes are in shower rooms.

12. Athletes must submit waiver signed by the parents stating that the management are not liable for the athlete's valuable belongings (electronic gadgets).
13. Parents and other unauthorized personnel are not allowed to stay at the billeting quarters.
14. Caregivers are allowed for severe cases in SPED (such as; Total Orthopedically Handicap, Totally Blind).
15. Monitoring officials must closely supervise and manage the team assigned to them and be present during their assigned training dates.
16. Attitude and behavior of athletes, coaches, asst. coaches, chaperons and trainers must adhere to the rules and regulations of the training.
17. Strict compliance to the prescribed daily training schedules and house rules must be observed.

Inclosure 2 to Regional Memorandum No. _____, s. 2018

**DELEGATION OFFICIALS AND WORKING COMMITTEE MEMBERS FOR THE 2018
PALARONG PAMBANSA LIVE-IN TRAINING**

	Name	Division	Designation/Committee
1.	Pacita Q. Lungcay	Regional Office	Athletic Manager
2.	Anselmo C. Celeste Jr.	Antipolo City	Team Manager
3.	Gina A. Manas	Bacoor City	Team Manager
4.	Jimmy J. Morillo	Batangas	Team Manager
5.	Nicolas A. Asi	Batangas City	Team Manager
6.	Angela A. Morando	Biñan City	Team Manager
7.	Ronnie Villanueva	Cabuyao City	Team Manager
8.	Marcos Ramos	Cavite	Team Manager
9.	Ma. Honeylet A. Capulong	Cavite City	Team Manager
10.	Julius C. Reyes	Dasmariñas City	Team Manager
11.	Marciano V. Valles	Imus City	Team Manager
12.	Judith V. Clemente	Laguna	Team Manager
13.	Asuncion J. De Luna	Lipa City	Team Manager
14.	Joey L. Jader	Lucena City	Team Manager
15.	Marita A. Pionilla	Quezon	Team Manager
16.	Benito L. Picones	Rizal	Team Manager
17.	Evaristo A. Capuno	San Pablo City	Team Manager
18.	Mario V. Zantua	Santa Rosa City	Team Manager
19.	Apolonia M. Landicho	Tanauan City	Team Manager
20.	Sherwin C. Quesa	Tayabas City	Team Manager
21.	Benito L. Picones	Rizal	Team Manager
22.	Maribeth R. De Dios	Rizal	Team Manager
23.	Joan Alejaida Mauhay	Quezon	Team Manager
24.	Nancy Lubis	Batangas	Team Manager
25.	Roderica R. Camacho	Laguna	Team Manager
26.	Elisa P. Zaragosa	Cavite City	Team Manager
27.	Merlita O. Sayago	Antipolo City	Team Manager
28.	Dr. Mary Grace E. Javier	Bacoor City	Medical Officer
29.	Johnasis Kalugdan	Laguna	Nurse
30.	Christian Sacluti	Laguna	Nurse
31.	John Henry Victorio	Rizal	Nurse
32.	Nhorberto Arabit	Rizal	Nurse
33.	Jose Jessie Galanza	Laguna	Transportation and Security
34.	Jonathan Padilla	Laguna	Transportation and Security
35.	Jerome Jasa	Laguna	Transportation and Security
36.	Gil Marasigan	Laguna	Transportation and Security
37.	Raine Ramos	San Pablo City	Attendance Officer
38.	Jocelyn Briones	San Pablo City	Attendance Officer
39.	Ronie J. Cada	Lucena City	Parade and Discipline
40.	Roland D. Satin	Lucena City	Parade and Discipline
41.	Johnry F. Britanico	Lucena City	Parade and Discipline
42.	Robin Andrade	Lucena City	Parade and Discipline
43.	Mervin Panaligan	Lucena City	Parade and Discipline
44.	Ceasar Ferran	Lucena City	Parade and Discipline
45.	Noel Rey Estuita	Lucena City	Parade and Discipline
46.	Christopher Dalisay	Batangas	Accommodation

47.	Jurex Macatangay	Batangas	Accommodation
48.	Joe Arenas	Batangas	Accommodation
49.	Dennis Salvanera	Batangas	Accommodation
50.	Robelyn Mercado	Batangas	Accommodation
51.	Susana Dimailig	Batangas	Accommodation
52.	Charito Bautista	San Pablo City	Food Services
53.	Doris Ortega	San Pablo City	Food Services
54.	Renalyn Magcawas	Lipa City	Masseuse
55.	Eleanor Dimayuga	Lipa City	Masseur

Inclosure 3 to Regional Memorandum No. _____ s. 2018

IDENTIFIED MEMBERS OF THE REGIONAL SCREENING AND ACCREDITATION COMMITTEE

	Name	Division
1.	Atty. Jocelyn B. Bucfig	Regional Office
2.	Dr. Grace E. Javier	Bacoor City
3.	Dr. Ammiela Theresa S. Guerra	San Pablo City
4.	Dr. Alain Paul Cabodil	Santa Rosa City
5.	Dr. Nicanor M. Salazar	Cavite
6.	Dr. Annaliza T. Araojo	Regional Office
7.	Dr. Rommel Clerigo	San Pablo City
8.	Dr. Cesar Dionglay	Laguna
9.	Dr. Sherloc Andres Malapitan	Regional Office
10.	Ms. April Joy A. Rom	Bacoor City
11.	Mr. Perry Napenas	Quezon
12.	Mr. Exner Avena	Rizal
13.	Mr. Jonasis Kalugdan	Laguna
14.	Mr. Jeremy Inoveros	Santa Rosa City
15.	Ms. Grace Camaganacan	Batangas
16.	Dr. Ferdinand B. Millan	Antipolo City
17.	Mrs. Gerlie Redondo	Bacoor City
18.	Ms. Pilar De Castro	Biñan City
19.	Ms. Richel Dixon	Cabuyao City
20.	Mr. Kino J. Abustan	Calamba City
21.	Ms. Alona O. Verdad	Imus City
22.	Mr. Armin O. Cabrales	Laguna
23.	Mr. Joseph Mendiola	Lucena City
24.	Mr. Sherwin C. Vargas	Quezon
25.	Mrs. Gemma Quianzon	Rizal
26.	Mrs. Raine Ramos	San Pablo City
27.	Mr. Andy Molo Alcachupas	Santa Rosa City
28.	Mr. Sherman Pabruada	Tayabas City
29.	Mrs. Susan Casalme	Batangas
30.	Mr. Nelson Rabina	Quezon
31.	Mr. Rodrigo Tabieros	Antipolo City

Inclosure 4 to Regional Memorandum No. _____, s. 2018

**MONITORING SCHEDULE OF EDUCATION PROGRAM SUPERVISORS IN-CHARGE OF
SPORTS AND SPED**

	Name	Division	Dates
1.	Anselmo C. Celeste Jr.	Antipolo City	March 21 – 28, 2018
2.	Mr. Jimmy J. Morillo	Batangas	March 21 – 28, 2018
3.	Mr. Nicolas A. Asi	Batangas City	March 21 – 28, 2018
4.	Mr. Ronnie Villanueva	Cabuyao City	March 24-28, 2018
5.	Mr. Marcos Ramos	Cavite	March 25-28, 2018
6.	Mrs. Ma. Honeylet A. Capulong	Cavite City	March 21 – 28, 2018
7.	Mrs. Asuncion J. De Luna	Lipa City	March 21 – 28, 2018
8.	Mr. Mario V. Zantua	Santa Rosa City	March 21 – 28, 2018
9.	Mrs. Apolonia M. Landicho	Tanauan City	March 21 – 28, 2018
10.	Mr. Evaristo A. Capuno	San Pablo City	March 21 – 28, 2018
11.	Mr. Joey L. Jader	Lucena City	April 2 -10, 2018
12.	Mr. Julius C. Reyes	Dasmariñas City	March 21 – 28, 2018
13.	Mrs. Gina A. Manas	Bacoor City	April 2 – 7, 2018
14.	Mrs. Angela A. Morando	Biñan City	April 2-10, 2018
15.	Ms. Judith V. Clemente	Laguna	April 2-10, 2018
16.	Mr. Marciano V. Valles	Imus City	April 5 -10, 2018
17.	Dr. Marita A. Pionilla	Quezon	April 2-10, 2018
18.	Mr. Benito L. Picones	Rizal	April 2-10, 2018
19.	Mr. Sherwin C. Quesa	Tayabas City	April 2-10, 2018
20.	Maribeth R. De Dios	Rizal	April 2-10, 2018
21.	Joan Alejaida Mauhay	Quezon	April 2-10, 2018
22.	Nancy Lubis	Batangas	April 2-10, 2018
23.	Roderica R. Camacho	Laguna	April 2-10, 2018
24.	Elisa P. Zaragosa	Cavite City	April 2-10, 2018
25.	Merlita O. Sayago	Antipolo City	April 2-10, 2018