

January 20, 2017

DIVISION MEMORANDUM

No. 45 s. 2017

**FINAL CHECKING OF ATHLETES', COACHES', ASSISTANT COACHES
AND CHAPERONS' CREDENTIALS FOR THE 2017 CVIRAA MEET
BY THE DIVISION CREDENTIALS SCREENING COMMITTEE**

To: Assistant Superintendents
Education Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads
Heads, Private Elementary and Secondary Schools

1. This Office announces the schedule of the Final Checking of the athletes', coaches', assistant coaches' and chaperons' credentials on January 23, 2017 at Room Kamagong, DepEd Ecotech Center, Sudlon, Lahug, Cebu City.
2. Participants to this activity are the Technical Managers, Credentials Committee Members, and coaches of the sports events participated in by this Division.
3. All participants are directed to bring the complete credentials ready for submission as agreed during the workshop.
4. School Heads are enjoined to ensure the attendance of the participants under their responsibility.
5. This Memorandum serves as Authority to Travel of the participants.
6. Transportation to and from the venue shall be chargeable against School MOOE while food for lunch and two snacks shall be chargeable against Division funds, subject to the usual accounting and auditing rules and regulations.
7. Immediate and wide dissemination of this Memorandum is desired.


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