



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
Sudlon, Lahug, Cebu City




August 25, 2017

DIVISION MEMORANDUM
No. 542, s. 2017

**CONFERENCE OF ALL SPORTS TECHNICAL
AND ASSISTANT TECHNICAL MANAGERS (TMs & ATMs)**

To: Assistant Schools Division Superintendents
Chiefs, Functional Divisions
Education Program Supervisors/Coordinators
Public Schools District Supervisors/OICs
Elementary and Secondary School Heads

1. This Office announces the conduct of a One-Day Conference of All Sports Technical and Assistant Technical Managers on August 29, 2017 at Kamagong Function Room, DepEd Ecotech Center, Sudlon, Lahug, Cebu City.
2. The conference aims to discuss pertinent matters relative to the conduct of the 2017 Cebu Provincial Sports and Cultural Meet.
3. Participants to this conference are enjoined to bring the following:
 - Recommended list of officiating officials for 2017, preferably those aging 50 yrs. old and below;
 - List of sports equipment and other supplies needed with specifications;
 - Manual of operations in the assigned sport event;
 - Other documents deemed necessary in the conduct of the meet;
4. All concerned are expected to observe punctuality and be at the venue on or before 8:30 in the morning.
5. This Memorandum serves as Authority to Travel of the participants.
6. Traveling and other incidental expenses relative to your attendance to said conference shall be chargeable against Local School MOOE while morning, afternoon snacks and lunch 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.


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