



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

11 April, 2023

Division Memorandum
No. 137, s. 2023

SCHEDULE OF ACTIVITIES RELATIVE TO 2023 CARAA MEET

To:

OIC-ASDS
CID and SGOD Chiefs
Public and Private School Heads
All Concerned

1. Relative to DO 5, s. 2023 on the conduct of the 2023 CARAA Meet from April 29 to May 1, 2023, the Schools Division Office with the support of the City Local Government Unit sets the schedules of activities.
2. Enclosed are the schedule of activities, venues and list of participants.
3. The schools are advised to exercise prudence and consider the most appropriate Flexible Learning Options (FLOs) to be implemented by involved teacher-coaches for their classes and subject teachers for the learner-athletes so as not to violate the provisions of DepEd Order 34, s. 2022 re school calendar and activities for the School Year 2022-2023 and DepEd Order No. 9, s. 2005 on instituting measures to increase engaged time-on-tasks during the focused training week which shall be after the third quarter examination period.
4. With the Assistance of the Athletic Training Managers, the coaches are directed to finalize their event list supported by complete papers with the DSAC secretariat until April 17, 2023 to ensure that NO athlete is involved with any other regional competitions apart from sports.
5. All non-teaching and teaching personnel participants shall be entitled to vacation service credit or COC as applicable pursuant to DepEd Order No. 53, s. 2003 and DO 30, S. 2016 – Policies and Guidelines on Overtime Services and Payment in the Department of Education and CSC & DBM Joint Circular No. 2 s. 2004. on Non-monetary Remuneration for Overtime Services Rendered.
6. Should you have any concern regarding this memorandum, please contact Education Program Supervisor and Division Sports Officer thru mobile number 09156185054, or email doddiemarie.duclan@deped.gov.ph.
7. The immediate dissemination of this memorandum is required.

BENEDICTA B. GAMATERO PhD, CESO VI
Schools Division Superintendent

Encl: as stated



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SCHEDULE OF CARAA MEET RELATED ACTIVITIES

Activity	Unit/people involved	APRIL 2023						
					12	13	14	15
School-based training during after class sports club hours	Coaches/ co-coaches, volunteer teachers/ SGC members and learner-athletes							
Medical/Dental check-up at STIS -12; Bulanao Central School-13; Tabuk City Central School-14	SDO and secondary school health and nutrition personnel/ Medics, coaches, co-coaches, athletes							
ID Picture-taking	All Tabuk City delegation; CLGU							
Focused Training	Athletic Managers, Coaches, co-coaches, trainers, athletes, steering comm, Monitoring Com.							
		16	17	18	19	20	21	22
Deadline of paper submission at the Schools Division Office	Coaches/ co-coaches, DSAComm.							
ID Card Preparation (Examination days 20-21)	ID Card Preparation Comm.							
ID Picture-taking	All Tabuk City delegation; CLGU							
Focused Training	Athletic Managers, Coaches, co-coaches, trainers, athletes, steering comm, Monitoring Com.							
		23	24	25	26	27	28	29
Focused Training	Athletic Managers, Coaches, co-coaches, trainers, athletes, steering comm, Monitoring Com.							
Departure	All Tabuk City delegation							
Arrival in Baguio -Mass; -interview	All Tabuk City delegation; -athletes							



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										29
CARAA MEET	All Tabuk City delegation									
		30	1	2	3	4	5	6		
Arrival in Baguio -Mass; -interview	All Tabuk City delegation -Athletes									
CARAA MEET Activities and Delegation Management Evaluation	All management and game/event committees									

TRAINING VENUES

EVENT	ELEMENTARY	SECONDARY	ATHLETIC MANAGER	CONTACT NO.
Arnis	KSPED Gym	KSPED Gym	Zaldy Sarmiento	09606132456
Athletics	TCNHS	TCNHS	Beatrice Dinanog	09702843566
Billiards		TCNHS/Pecua's	Joselito Cabello	
Chess	Casigayan ES (girls)	Agbannawag NHS	Edgar Delgado	09531129314
Futsal		Agbannawag NHS	Leonardo Egan	09164980148
Gymnastics	Tabuk City Gym	Tabuk City Gym	Edgar Valdez	09606132455
Taekwondo	Grand MAO Building/Westgate Bldg	Grand MAO Building/Westgate Bldg	Melchor Langbisan	09272612347
Tennis	Tabuk Tennis Court	Tabuk Tennis Court	Danmax L. Cortez	
Swimming	Villa Rosalina Resort	Villa Rosalina Resort	Theresa Reglos	09777152484
Boxing			William	
Wrestling			Wayaway	
Wushu			Elemer Dulay (Rey Abannag)	



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LIST OF PARTICIPANTS

NO	NAME	DESIGNATION
Board of Management and Staff		
1	Benedicta B. Gamatero PhD, CESO V	Co- Head of Delegation Schools Division Superintendent
2	Jan Nowel E. Peña	Co- Asst. Head of Delegation/ OIC-ASDS
3	Sally P. Feken	Co- General Athletic Manager
4	Ramonchito A. Soriano	Co- General Athletic Manager
Steering Committee		
5	Doddie Marie L. Duclan	Co-chairperson/ Division Sports Officer
6	Ferdinand A. Malagyab	Member
7	Feliciano L. Agsaoay Jr.	Member
8	Kenneth A. Atiwag	Member
Monitoring and Evaluation		
	*Kenneth A. Atiwag	Chairperson
	*Feliciano L. Agsaoay Jr.	Co-chairperson
9	Melchor Layugan	Member
10	Ana Marie Bucahan	Member
11	Frances Gacuya	Member
12	Harriet Buslig	Member
13	Allan Galanza	Member
14	Danilo Daluping	Member
Secretariat		
15	Joan M. Ranjo	Chairperson
16	Emily Langkit	Co-chairperson
17	Maria Medea Vallejo	Member
18	Menchie Gamongan	Member
19	Deewaii Bagayao	Member
Camp Management		
20	Dorothy Asingal	Camp Directress
21	Napoleon Mukay	Asst. Camp Director



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22	Agustina N. Lomeng	Asst. (in charge of Mess)
23	Paul Paliso	Member (in charge of Physical Facilities)
24	Rene Adong	Member (in charge of Physical Facilities)
25	Cornelia Peralta	Asst. (in-charge of sanitation)
26	Ruben Baliao	Member (in-charge of sanitation)
27	Robert Balneg	Member (in-charge of sanitation)
Athletic Training Management		
28	Zaldy Sarmiento	Athletic Manager for Arnis
29	Joselito Cabello	Athletic Manager for Billiards
30	Beatrice Dinanog	Athletic Manager for Athletics
31	Edgar Delgado	Athletic Manager for Chess
32	Leonardo Egalan	Athletic Manager for Futsal
33	Edgar Valdez	Athletic Manager for Gymnastics
34	Theresa Reglos	Athletic Manager for Swimming
35	Melchor Langbisan	Athletic Manager for Taekwondo
36	Danmax L. Cortez	Athletic Manager for Tennis
37	Elemer Dulay	Athletic Manager for Combative Games
MEDICS/ FIRST AIDERS		
38	Dr. Guia Grace P. Dagadag	MO III- Co-chairperson
39	Jeth Renz L. Oggang	DENTIST II- member
40	Malee Kaye A. Albert	NURSE II- member
41	Claire Rose A. Damian	NURSE II- member
42	Jocelyn L. Lomeng	NURSE II- member
43	Russelle S. Ngao-i	NURSE II- member
44	Shirley C. Sarmiento	NURSE II- member
45	Donnalyn L. Vallejo	NURSE II- member
46	Jane Michelle Banganan	NURSE II- member
47	Racquel B. Fafag	NURSE II- member
48	Shirly P. Labawig	NURSE II- member
49	Gigi A. Banawag	NURSE II- member
50	Esmeralda B. Depagon	NURSE II- member



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Documentation		
	Ana Marie Bucahan *	Co-chairperson
	Frances Gacuya*	Member
Committee on Child Protection and Jury of Appeals on Games		
51	Atty. Ringgo Sumedca	Chairperson
52	Atty. Joan Reyes	Co-chairperson
53	Daisy May Bucao	Member
	Deewaii Bagayao	Member
Transportation Committee		
54	Eddie Rodriguez	Co-Chairperson
55	Moses Sawad	Member
56	Raul Dalilis	Member
	Robert Balneg	Member
57	Rey Tumapang	Member
Supplies Management Committee		
58	James Dayao	Co-chairperson
59	Welda Buslig	Co-chairperson
60	Jessica Polig	member
61	Norwin Bulusan	member
62	Jay-ar Balahoy	member
63	Allan Dumalsin	member
Screening and Accreditation and ID Card Preparation Committee		
64	Isabel Odan	Chairperson
	*Ringgo Sumedca	Co-chairperson
	*Allan Galanza	member
	*Daisy May Bucao	member
	*Doddie Marie Duclan	Member
	*Menchie Gamongan	Member
	*Frances Gacuya	Member
	*Ana Marie Bucahan	Member
	*Allan Dumalsin	Member



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