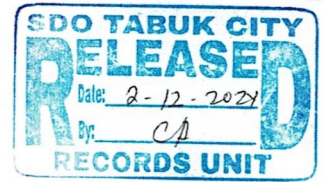




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**Schools Division of Tabuk City**



**Office of the Schools Division Superintendent**

12 February, 2024

**Division Memorandum**

No. 54

**CONDUCT OF SPECIAL MEETING IN SPORTS**

To:

ASDS  
CID and SGOD Chiefs  
Tournament Managers  
Officiating Officials  
All Others Concerned

1. Relative to the conduct of the 2024 City Division Division Athletic Selection Activity on February 29 to March 3, 2024 and CARAA Meet, a special meeting shall be held on February 14, 2024 at 10:00 in the morning at the KSPED Gymnasium, Bulanao Norte, Tabuk City.
2. The meeting aims to tackle the following:
  - a) Consolidation of additional requests for CARAA Meet,
  - b) Committee updates relative to the 2024 City Division Division Athletic Selection Activity
3. Participants to the activity are the chiefs, event supervisors, tournament managers, committee chairpersons, and available officiating officials and committee members identified in the Division Memorandum 38-2024.
4. All involved non-teaching and teaching personnel 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 on applicable dates.
5. The immediate dissemination of this memorandum is required.

  
**BENEDICTA B. GAMATERO PhD, CESO V**  
Schools Division Superintendent 