



Republic of the Philippines
Department of Education
REGION X

DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

28 December 2023

DIVISION MEMORANDUM
NO. 703S. 2023

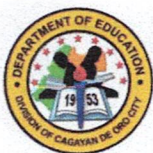
CONDUCT OF THE 2024 DISTRICT AND DIVISION ATHLETIC MEETS

TO: Asst. Schools Division Superintendent
Chief, SGOD
Chief, CID
SGOD Personnel
CID Personnel
OSDS Personnel
Public and Private Elementary School Administrators
This Division

1. Pursuant to DepEd Memorandum No. 005, s. 2023, the field is hereby informed of the Conduct of the 2024 District and Division Athletic Meets on January 24-27, 2024 and February 22-24, 2024 respectively.

2. The following are the guidelines for the conduct of the 2024 District and Division Athletic Meets:

- a. The Schools are expected to have organized their respective sports clubs and identify and select focus sports where they can confidently compete and advance to the next level of competition;
- b. The winner-take-all policy shall be applied in the representation of teams (school sports club) in each school in the District Meet and district/cluster in the Division Athletic Meet;
- c. The cut-off age for an elementary athlete is 13 years old or must have been born on or after January 1, 2011; and for a secondary athlete, the cut-off age is 18 years old or must have been born on or after January 1, 2006;
- d. To limit the number of teams/athletes participating in the Division Athletic Meet in compliance to health and safety protocols, the District Supervisors are expected to conduct the Clustered/District Meet from January 24-27, 2024 for sports events having more than



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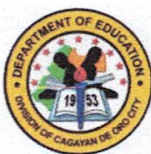
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REGION X
DIVISION OF CAGAYAN DE ORO CITY

one participating schools (public and private) in their respective districts. Only the top teams/athletes in their clustered/district meet shall qualify in the Division Athletic Meet which will be conducted on February 22-24, 2024;

- e. For the athletes documentary requirements, please refer to the above mentioned DepEd Memorandum.
3. Attached is DepEd Memorandum No. 005, 2023 for reference.
4. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment are accorded to all personnel regardless of disability, sexual orientation, gender, age, religion and ethnicity.
5. For widest dissemination and compliance.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl. : none
Reference : DM No. 005, s. 2023
To be indicated in the perpetual index
under the following subject:
Sports Activities/Schools
RRV/Sports Activities



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Republic of the Philippines
Department of Education

JAN 26 2023

DepEd MEMORANDUM
No. **005**, s. 2023

CONDUCT OF THE 2023 PALARONG PAMBANSA

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to Sections 6, 8, 9, and 10 of Rule II of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 10588 otherwise known as the *Palarong Pambansa* Act of 2013, the Department of Education (DepEd), through the *Palarong Pambansa* Board and its Secretariat, shall conduct the **2023 Palarong Pambansa** from July 29 to August 5, 2023, in Marikina City.

2. The annual scholastic multi-sport competition shall be hosted by the local government unit (LGU) of Marikina City together with the DepEd-National Capital Region (NCR) Office and the schools division office (SDO) of Marikina City. The event shall be participated in by the 17 DepEd regional athletic associations. Filipino athletes enrolled in recognized schools overseas shall also be allowed to participate under the banner of Philippine Schools Overseas (PSOs).

3. The recommended schedule of activities is as follows:

Activity	Date	Remarks
Division Meets	February 6–10, 2023	Mid-Year Break
Regional Meets	April 24–28, 2023	End of Academic Quarter 3
Clustered Pre-National Qualifying Meets	July 17–21, 2023	School Year Break
Palarong Pambansa Culminating Competitions	July 29–August 5, 2023	School Year Break

4. However, the regional offices (ROs) and SDOs may opt to deviate from the recommended dates, and conduct their respective meets on a staggered per sport/s basis on a different schedule provided that **no disruption of regular classes** of participating student-athletes is being observed. This is pursuant to DepEd Order (DO) No. 9, s. 2005 titled **Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith**.

5. To comply with the provisions of DO 034, s. 2022 titled **School Calendar and Activities for the School Year 2022-2023**, particularly on the prevention of disruption of classes, and in strict observance of the COVID-19 minimum public health and safety protocols, a modified competition format shall be adopted for the 2023 edition of the *Palarong Pambansa*.

6. The conduct of all competitions leading to and including the culminating *Palarong Pambansa*, such as the lower meets (intramurals, division, regional, and pre-national qualifying) shall be guided by the enclosed guidelines on the following:

Enclosure No. 1 : Implementing Guidelines on the Modified Competition Format for the 2023 *Palarong Pambansa*;

Enclosure No. 2 : Guidelines on the Eligibility of Athletes; and

Enclosure No. 3 : Guidelines on the Health and Safety Protocols, Learner Rights and Protection, and Disaster Risk Reduction Management Relative to the Conduct of the 2023 *Palarong Pambansa*.

7. Fund support to cover all *Palarong Pambansa*-related expenses shall be downloaded to the ROs and SDOs, and the host DepEd-NCR and SDO Marikina City for hosting the event, charged to the Physical Fitness and School Sports Funds (Continuing and Current) subject to the usual accounting and auditing rules and regulations.

8. The technical guidelines of all sports to be played in the *Palarong Pambansa*, as provided in Section 27, Rule VI of the IRR of RA 10588, shall be issued in a separate memorandum.

9. For more information, please contact the ***Palarong Pambansa Secretariat*** through email at palarong.pambansa@deped.gov.ph or at telephone number (02) 8638-1790.

10. Immediate dissemination of this Memorandum is desired.

By Authority of the Secretary:



To authenticate this document,
please scan the QR code



DEPED-OSEC-481250


ATTY. REVSEE A. ESCOBEDO
Undersecretary

Encls.: As stated

References: DepEd Order (Nos.: 9, s. 2005; 40, S. 2012 and 034, s. 2022)

DepEd Memorandum No. 045, s. 2019

To be indicated in the Perpetual Index
under the following subjects:

ATHLETICS
CHANGE
COMMITTEES
CONTEST

OFFICIALS
RULES AND REGULATIONS
SPORTS
STUDENTS



PALARONG PAMBANSA SECRETARIAT
Department of Education
Philippine Sports Commission
Department of Interior and Local Government



Enclosure 1

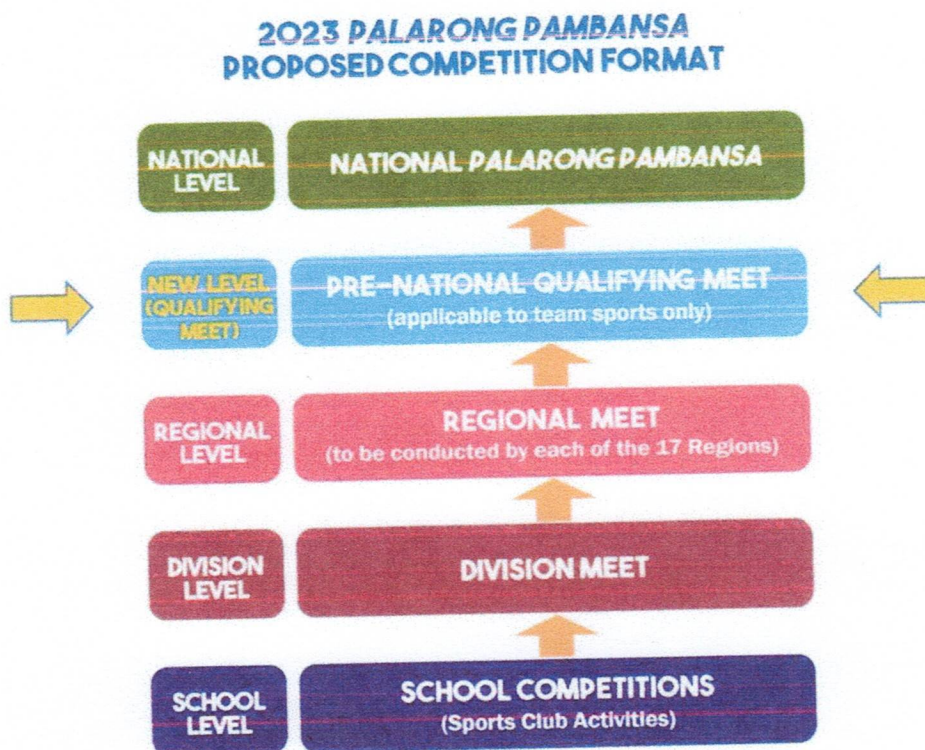
IMPLEMENTING GUIDELINES ON THE MODIFIED COMPETITION FORMAT FOR THE 2023 PALARONG PAMBANSA

I. INTRODUCTION

Certain changes or modifications in the conduct of the annual multi-sport scholastic competition under the “new” normal shall be implemented to comply with DepEd Order No. 34, s. 2022 especially in the prevention of the disruption of classes, and to observe minimum public health and safety protocols, and other pertinent policies and guidelines issued.

An additional tier of competition level after the Regional Meet before proceeding to the *Palarong Pambansa* culminating competitions known as the Pre-National Qualifying Meet shall be introduced to reduce the number of participating delegations and shorten the duration of the meet while uplifting the level of competition with minimum expenses to be incurred.

The figure below shows the new 2023 *Palarong Pambansa* tier of the competition level:



II. PROPOSED GUIDELINES PER MEET

A. School Level Competitions

1. In support to the Department's thrust of promoting the holistic development of its learners through sports, all schools are encouraged to organize their respective school sports clubs, adopting mandatory sports and preferred sports based on context;
2. All organized school sports clubs must be duly recognized by their concerned Schools Division Office authority/ies;
3. Selection of athletes is through conduct of Intramurals, Try-outs, Inter-Sports Club competitions or other modalities that can ensure selection of quality athletes. Clustering of small school including ALS shall be done to provide more access to all learners interested to participate in the conduct of Inter-Sports Club competitions;
4. Qualifying standards for measurable sports are not applied at this level of competition. However, the winner-take all policy shall be applied for team sports; and
5. Schools are encouraged to participate in sports events in which they can compete and advance to the next level of competitions, Division Meet.

B. Division Meet (Provincial/City Meet)

1. All School Division Offices are enjoined to organize their Schools Division Athletic Associations (SDAAs) which shall be responsible for the management of Division Meets;
2. Schools Division Offices (SDOs) are encouraged to identify and select focus sports where they can confidently compete and advance to the next level;
3. The winner-take-all policy shall be applied in the representation of teams (school sports club) for team sports in the next of competitions, Regional Meet; and
4. Schools Division Offices/SDAAs have the option to adopt qualifying time, distance and score to establish standards for measurable sports.
5. Division Offices are encouraged to formulate implementing guidelines, rules and regulations that conform to *Palarong Pambansa* standards.

C. Regional Meet

1. All Regional Offices are enjoined to organize their Regional Athletic Association (RAA) which shall be responsible for the management of Regional Meets;
2. Regional Offices (ROs) are encouraged to identify and select focus sports where they can confidently compete and advance to the next level.
3. The winner-take-all policy shall be applied in representation of teams (school sports clubs) for team sports to the next level of competition, Pre-National Qualifying Meet. Only seven (7) team sports will be played during the Pre-National Qualifying Meet (Basketball, Baseball, Softball, Football, Futsal, Sepak Takraw and Volleyball);

4. Measurable sports such as athletics, swimming and archery shall adopt the qualifying distance, time, and points set by the *Palarong Pambansa*;
5. Other sports that do not apply qualifying standards in the selection of athletes and are not identified as team sports, shall advance directly to the *Palarong Pambansa*; and
6. Regional Offices are encouraged to formulate implementing guidelines, rules and regulations that conform to *Palarong Pambansa* standards. Moreover, ROs can strategize the conduct of Regional Meets that can ensure efficiency and effectiveness in the selection of athletes who shall participate for the next level of sports competitions, Pre-National Qualifying Meet.

D. Pre-National Qualifying Meet (New Level)

1. The Pre-National Qualifying Meets shall feature team sports only (Baseball, Basketball, Football, Futsal, Sepaktakraw, Softball, and Volleyball);
2. The competition under this meet shall be clustered into four (4) groups comprising delegations based on the geographical location per region, as follows:

Cluster 1	Cluster 2	Cluster 3	Cluster 4
Ilocos Region	CALABARZON	Western Visayas Region	Northern Mindanao Region
Cagayan Valley Region	MIMAROPA	Central Visayas Region	Davao Region
Central Luzon Region	National Capital Region	Eastern Visayas Region	SOCCSKSARGEN Region
Cordillera Administrative Region	Bicol Region	Zamboanga Peninsula Region	CARAGA Region
			BARM

3. The host region of the Pre-National Qualifying Meet per cluster shall be determined based on the capability to conduct such event in terms of sports facilities, equipment, billeting quarters, and other considerable factors.
4. Top two (2) regional delegations per cluster shall advance to the culminating *Palarong Pambansa*.

E. Palarong Pambansa Culminating Competitions

1. Only student-athlete/s duly certified as members of school-based clubs shall be allowed to participate. Said athlete/s must have participated in the Division/Regional Meets. Other matters regarding eligibility of athlete/s are further discussed in Rule V, Sections 19, 20, 21 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 10588 otherwise known as the *Palarong Pambansa Act of 2013*;

2. The winner-take-all policy shall be strictly adhered to in the representation of their respective teams (school sports club);
3. The qualifying distance, time, and points set by *Palarong Pambansa* for measurable sports shall be adopted for the said competitions; and
4. All team sports and measurable sports competitions shall be governed by duly approved *Palarong Pambansa* Guidelines, Rules, and Procedures as explicitly indicated in Rule VI, Sections 27 and 28 of the said IRR.

III. ESTABLISHMENT OF ATHLETIC ASSOCIATIONS

1. The Regional Athletic Associations (RAAs) shall be established in accordance with Rule II, Section 11 of the IRR of RA 10588;
2. As provided for by the said IRR, the RAA shall be composed of the DepEd Regional Director as ex-officio Chairman, Assistant Regional Directors, Schools Division Superintendents, and the authorized DepEd Official in charge of the supervision of the Regional Sports Events in the region, the DILG Regional Director or his/her authorized representative, and a representative from the PSC which the latter shall identify;
3. The RAA shall perform the following duties and functions, in conformity with the rules and guidelines set by the Board:
 - a. Supervise the conduct of the Regional Meet;
 - b. To convene quarterly and discuss measures relative to the implementation of the *Palarong Pambansa*; and
 - c. Organize the regional delegation to the *Palarong Pambansa*.
4. However, the SDOs have the option to adopt IRR of RA 10588 on the establishment of their respective Athletic Associations or in any other modalities that can complement the goals and objectives in the conduct of Division Meet.

IV. PROPOSED TIMELINE

Activity	Date	Considerations
Conduct of Division Meets	February 6-10, 2023	Mid-Year Break
Conduct of Regional Meets	April 24-28, 2023	End of Academic Quarter 3
Conduct of Pre-National Qualifying Meets	July 17-21, 2023	School Year Break
Conduct of the <i>Palarong Pambansa</i> Culminating Competitions	July 29- August 5, 2023	School Year Break

V. AWARDS AND INCENTIVES

1. The ranking of regions shall be based on the Olympic Medal Tally. In case of tie, delegations shall be declared of the same rank;
2. Section 15.b of DepEd Order No. 43, s. 2016 states that *DepEd, PSC, DILG and the host LGU, such agencies may provide following incentives to athletes, coaches, trainers and officiating officials who participated in the Palarong Pambansa and to the members of the technical management and administration committee, the secretariat and the members of the national*

executive committee who managed the conduct of the Palarong Pambansa, including local meets.

- a. Cash awards or gift items to winning athletes and coaches;
- b. Supplemental allowance to athletes, coaches, trainers and officiating officials who participated in the *Palarong Pambansa* and to the members of the technical management and administration committee, the secretariat, and the members of the national executive committee who managed the conduct of the *Palarong Pambansa*;
- c. Training and scholarship grants to coaches, among others, for the improvement of their school sports programs;
- d. Entitlement to participate in sports-related courses for teachers-coaches, trainers, and officiating officials to further enhance their skills and competitiveness;
- e. Insurance coverage for death, accident and hospitalization benefits; and
- f. Other incentives as may be determined by the Board.

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Enclosure 2



GUIDELINES ON THE ELIGIBILITY OF ATHLETES

Section 1. Composition

- a. Under Section 17 (a) of DepEd Order No. 43, s. 2016, and for the effective implementation of said DepEd Order, the National Screening and Accreditation Committee (NSAC) shall be composed of the following:

1. One (1) Representative from DepEd Legal Service;
2. Two (2) government physicians;
3. Two (2) government dentists; and
4. One (1) authorized representative from each RAA.

The Palaro Board may designate a Secretariat that will assist the NSAC in the preparation of the master list, ID, photo galleries, and other works.

- b. The Regional Director, in consultation with members of the RAA, may create a Regional Screening and Accreditation Committee (RSAC) that will be composed of the following:

1. A representative from Regional Legal Unit or the authorized Representative by the Regional Director who will act as a Chairman;
2. Two (2) government physicians;
3. Two (2) government dentists;
4. One (1) authorized representative from each Division Athletic Association (DAA); and
5. Documenter who will act as the secretariat of the RSAC.

The Regional Director may assign other personnel to assist the RSAC.

- c. The Division Screening and Accreditation Committee (DSAC) shall be composed of the following:

1. A representative from Legal Unit or authorized Representative by the Schools Division Superintendent who will act as a Chairman;



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2. One (1) government physician;
3. One (1) government dentist;
4. One (1) authorized representative from each district or cluster; and
5. Documenter who will act as the secretariat of the DSAC.

The Schools Division Superintendent may assign other personnel to assist the DSAC.

No teaching personnel shall be designated as a member of the NSAC, RSAC, and DSAC.

Section 2. Duties and Functions of the NSAC-The National Screening and Accreditation Committee shall:

- a. evaluate and verify the authenticity of the documents of athletes, coaches, assistant coaches, and chaperones, submitted by the Head of Delegation for the Palarong Pambansa.
- b. accredit qualified athletes, coaches, assistant coaches, and chaperones and submit the master list to the Board at least two (2) months before the conduct of the Palarong Pambansa;
- c. consider replacements for disqualified athletes during the period of screening
- d. re-check and Monitor with the proper technical officials the athlete fielded by the coaches during the actual competition based on the final official master list with the photo gallery;
- e. monitor the conduct of the screening and accreditation of the athletes, coaches, assistant coaches, and chaperones during the Division, Regional, and the National *Palaro*;
- f. shall have appellate jurisdiction on decisions rendered by the RSAC; and
- g. other functions may be delegated by the Board.

Section 3. Duties and Functions of the RSAC and DSAC-The Regional Screening and Accreditation Committee and Division Screening and Accreditation Committee shall:

- a. evaluate and verify the authenticity of the documents of athletes, coaches, assistant coaches, and chaperones, submitted by the Head of Delegation for the Regional Meet in the case of RSAC and Division Meet in the case of DSAC;
- b. accredit qualified athletes, coaches, assistant coaches, and chaperones and submit the master list to the Regional



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- Athletic Association or Division or Provincial Athletic Association, as the case may be;
- c. monitor with the proper technical officials the athlete fielded by the coaches during the actual competition.

Section 4. Rules on Participation in the Palarong Pambansa

- a. The participants in the Palarong Pambansa shall be elementary and secondary athletes from public and private schools who participated in the local and regional meets (Division and Regional meets). Provided, that, secondary athletes shall refer to both junior and senior high school learners.
- b. As a general rule, Kinder to Grade 6 athletes shall play in the elementary division, and Grade 7 to Grade 12 athletes shall play in the secondary division. However, an elementary athlete who has been declared overage at the elementary level may be allowed to play at the secondary level.
- c. Athlete already graduated from the Elementary level cannot play in the elementary division, even if he is still underage.

Section 5. Eligibility of Athlete. To be eligible as a participant in the Palarong Pambansa and other lower meets, an athlete must be:

1. Filipino citizen;
2. Enrolled in a public, private recognized school, (schools with recognition/permit to operate) or in Philippine School Overseas (PSO) at the beginning of the current school year and have attended and completed the curriculum year, regardless of the delivery mode of learning, except those enrolled under Alternative Learning System.

For athletes under the Alternative Delivery Mode (Home Study Program, Modified In School Out School Approach, Open High School Program), they shall be allowed to participate in the lower meets, Division, Regional, and Palarong Pambansa provided that they shall represent the school or division or region where they are enrolled.

3. In case of transfer of learner-athlete from one region to another region, a one-year school residency requirement is imposed and shall commence at the beginning of the school year except for those who are incoming Grade 7 and Grade 11.

In case of transfer of learner-athlete from one school to another school within the Division or from one division to another division



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within the region concerned, the one (1) year prohibition shall not apply. The athlete-learner shall be allowed to participate in the Palaro, provided however he/she meets the other requirements.

4. For an **elementary athlete, the cut-off age/year is 13 years old** or must have been **born on or after January 1, 2010**; and for a **secondary athlete, the cut-off age is 18 years old or must have been born on or after January 1, 2005**. Athletes born before said date shall be immediately disqualified from the Division, Regional, and Palarong Pambansa.
5. **Filipino athletes enrolled in Philippine Schools Overseas (PSOs)**, may be allowed to participate in the Palarong Pambansa (National Palaro) without playing in the Division and Regional Meets, subject to the following conditions:
 - a. *Shall compete only in the individual sport;*
 - b. *Meet the other requirements for qualification and accreditation;*
 - c. *Meet the qualifying standards in the individual sports where they are playing; and*
 - d. *Shoulder their expenses.*
 - e. *For purposes of representation, they shall be playing under the banner of Philippine Schools Schools (PSOs);*

Section 6. Grounds for Disqualification. Unless otherwise provided by the Board, the following athletes shall be disqualified or shall not be allowed to play in the Palarong Pambansa or other lower meets:

(a) For Regular Sports Events

1. Athletes who have been declared over age;
2. Elementary athletes with 3rd molar tooth;
3. **For Elementary and Secondary level:** Athletes with failing grades in three (3) or more learning areas in the First grading period for the Division Level and other lower meets, second grading period for the Regional Level and Palarong Pambansa;
4. Athletes who become, have been, or are currently members of the National Team, National Training Pool, or National Developmental Pool and who received or receiving monthly stipend and/or allowance from the Philippine Sports Commission (PSC) or played in the SEA Games, Asian Youth Games, Asian Games and/or Olympic Games: Provided, however, that those athletes who played in other foreign invitational competitions shall not disqualified to play in the Palarong Pambansa: Provided, further, that athletes participating



- in one sports discipline as members of the National Team, National Training Pool, or National Developmental Pool and who received or receiving monthly stipend and/or allowance from the Philippine Sports Commission (PSC) or played in the SEA Games, Asian Youth Games, Asian Games and/or Olympic Games shall not be disqualified to play in the Palarong Pambansa and other lower meets in a sports discipline other than the sport wherein the athlete participated in as a member of the above-mentioned team or pools;
5. Athletes who failed to submit the required documents or failed to appear during the screening and interview;
 6. Athletes banned during the previous Palarong Pambansa or disqualified during the preceding lower meets; and
 7. Other grounds include but are not limited to falsification of documents, misrepresentation, and use of prohibited drugs.

Section 7. Documentary Requirements. The following, among others, are the required documents to be submitted by the athletes who intend to participate in the Palarong Pambansa and other lower meets:

- a. Athlete's Record (AR) signed by the athlete, coach, and authorized Division Sports Officer and/or Coordinator;
- b. Original Copy of Philippine Statistic Authority (PSA)/National Statistic Office (NSO) Birth Certificate. In the case of foreign-born Filipino Athletes, a Birth Certificate issued by a foreign country and a valid passport, or document issued by the Bureau of Immigration or Department of Foreign Affairs showing Filipino citizenship.
- c. Birth Certificate showing the cut-off date or Age of the Athlete, to wit:
 1. An elementary athlete, he or she should have been born on or after January 1, 2010.
 2. Secondary athletes, he or she should have been born on or after January 1, 2005.
 3. Late registration shall be accepted: *Provided*, that the birth Certificate be registered one (1) year before the current *Palarong Pambansa*.

The age eligibilities are subject to the specific technical rules of each sports discipline.

- d. Learner's Permanent Academic Record or SF 10 (Form 137) with entries of Learner Reference Number, certified true copy from original or computer printed duly signed by the Teacher-Adviser and Registrar or School Heads;



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e. Certificate of Enrolment and Attendance duly signed by the School Registrar or School Head;

1. For Kinder to Grade 10, Certificate of Completion stating that the athlete had attended and completed the Curriculum Year.
2. For Grades 11 and 12, 1s Semester Final Grade must not have 3 or more failing grades in any learning areas.
3. For Grades 11 and 12, a Certificate of Completion, issued by the school where the athlete was enrolled in the 2nd Semester, stating that the athlete had attended and completed the Curriculum Year. The foregoing requirements apply to Palarong Pambansa.

For the lower meets, Kinder to Grade 10 must not have 3 or more failing grades in any learning areas, likewise, in Grades 11 and 12, 1st Semester Grades must not have 3 or more failing grades in any learning areas.

f. Parental Consent

1. **Combative sports including gymnastics** – Parental Consent signed by both parents duly verified by the school head where the athlete is enrolled.
 - i. In case one or both parent/s is /are residing in a place other than the residence of the athlete, signed parent consent from both parents is necessary to be submitted and verified by the school head where the athlete is enrolled. Copy of the signed parent consent of any parent may be in electronic form (i.e., sent to the school head or coach through email or other electronic means.)
 - ii. In case of de facto separation, legal separation, annulment of marriage, or declaration of nullity of marriage of parents, the parent's consent of the parent with actual care and custody of the athlete duly verified by the school head where the athlete is enrolled.
2. **Non-combative sports** – Parental Consent of at least one parent duly verified by the school head where the athlete is enrolled.
 - i. In case both parent/s is /are residing in a place other than the residence of the athlete, signed parental consent from one parent is necessary to be submitted and verified by the school head where the athlete is enrolled. Copy of the

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signed parental consent of any parent may be in electronic form (i.e., sent to the school principal or coach through email or other electronic means.)

3. In case the athlete is orphaned, has no known parents, or any other similar circumstances, the actual caregiver and custodian of the athlete shall execute a Notarized Affidavit of Actual Care and Custody in lieu of the Parent's Consent.
- g. Medical certificate issued within three (3) months before the opening of each level of competition, stating that the athlete is physically fit. The complete name and signature of the physician shall appear on the medical certificate, with the license number and date of examination.
- h. A dental certificate, with a universal entry, issued within six (6) months before the opening of each level of competition. The complete name and signature of the dentist shall appear on the dental certificate, with the license number and date of examination.
For Secondary Athletes, No Dental Certificate is required.

Section 8. Documentary requirement for Coach and Assistant Coach. Certificate or any documents), duly issued by competent authorities, showing the following:

1. Relevant sports training of twenty-four (24) hours for non-combative sports and forty (40) hours for combative sports/ gymnastics.
2. Relevant experience of one (1) year for non-combative sports and two (2) years for combative sports/ gymnastics.
3. Track Record of participation, in the division and regional meet.
4. Educational and professional background of at least 2nd-year college, preferably sports-related course.
5. Membership in any relevant sports association.
6. License or certifications/ accreditation issued by the National/ International Sports Association, authorized organization, or by the DepEd (Division, Region, or Central Office)
7. Medical Records (Medical Certificate of fitness)
8. Employment/ Appointment Paper or Contract of Service showing at least six (6) months of employment/engagement in the public school or private school before the Division meets.

Section 9. Documentary Requirement for Chaperone (Certificate or any documents), duly issued by competent authorities, showing the following:

1. Competence, integrity, capability, and relation to a school (i.e., Employment/ Appointment or Contract of Service showing at



- least six (6) months of employment/engagement in the public school or private school before the Division meets.
2. Commitment that SHE will nurture female athletes only and not coach athletes.
 3. Other eligibility that may be required by the Palaro Board.

Section 10. Special Cases regarding discrepancies in the Livebirth of the athlete

1. In case of discrepancy in the date of birth indicated in the PSA/NSO Birth Certificate and SF 10 (Form 137), the date of birth indicated in the PSA/NSO Birth Certificate shall prevail. As a remedy, the following additional requirements shall be submitted:
 - a) Certificate of Live Birth issued by the Local Civil Registrar (LCR);
 - b) Joint Affidavit of two (2) disinterested persons, attesting to the true date of birth of the athlete;
 - c) Resolution issued by the Head of the Delegation correcting the discrepancy in the SF 10 (Form 137).
2. In case of discrepancy in the name indicated in the PSA/NSO Birth Certificate and SF 10 (Form 137), the name indicated in the PSA/NSO Birth Certificate shall prevail. As a remedy, the following additional requirements shall be submitted:
 - a) Certificate of Live Birth issued by the LCR;
 - b) Joint Affidavit of two (2) disinterested persons, attesting to the true name of the athlete;
 - c) Resolution issued by the Head of the Delegation correcting the discrepancy in the SF 10 (Form 137).
3. In case the first or last name is not found at the portion of the first or last name entered in the PSA/NSO Birth Certificate but indicated in the box below of said portion, the following additional requirements shall be submitted:
 - a) Certificate of Live Birth issued by the LCR;
 - b) Copy of the application/petition duly received by the LCR (supplemental report to the LCR/Court);
 - c) Affidavit of the parents, attesting to the true first or last name of the athlete;
 - d) Joint Affidavit of two (2) disinterested persons, attesting to the true first or last name of the athlete;
 - e) Resolution issued by the Head of the Delegation attesting the true first or last name of the athlete as shown in the foregoing records.



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4. In case an illegitimate child (athlete) uses the surname of his / her father as indicated in the SF 10 (Form 137), the following additional requirement shall be submitted:
 - a) PSA/NSO Birth Certificate with the second page thereof showing acknowledgment by the father or a notarized acknowledgment signed by the father.
5. In case of unreadable entries in the PSA/NSO Birth Certificate, the following additional requirements shall be submitted:
 - a) Certificate of Live Birth issued by the LCR;
 - b) Affidavit of the parents, attesting to the true and correct entries;
 - c) Joint Affidavit of two (2) disinterested persons, attesting to the true entries;
 - d) Resolution issued by the Head of the Delegation attesting the true and correct entries as shown in the foregoing records.
6. In case the biological sex/gender of the athlete is not indicated in the PSA/NSO Birth Certificate, the following additional requirements shall be submitted:
 - a) Certificate of Live Birth issued by the LCR;
 - b) Affidavit of the parents, attesting to the true and correct biological sex of the athlete;
 - c) Certification issued by the NSAC Medical Team attesting to the true and correct biological sex of the athlete, after conducting a physical examination.

The above-mentioned Resolutions or Certification issued by the Head of Delegations or the NSAC shall be for purposes of Palaro only.

Section 11. Period of Screening, Interview, and Evaluation: Screening of athletes for the Palarong Pambansa may be conducted after the Regional meet and before the start of the Pre-National Qualifying Meets (PNQM). The screening and evaluation of documents of the athletes, coaches, assistant coaches, and chaperones may be conducted in the Region or at the host region where the PQNM may be held.

For this purpose, the Head of the Delegation shall submit to the NSAC within fifteen (15) days after their regional meet:

- a. The master list and picture galleries (soft and hard copies) of their athletes coaches, assistant coaches, and chaperones, stating in their accompanying letter-recommendation that: "They had



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- screened and evaluated the athletes, coaches, assistant coaches and chaperones of the subject regional athletic delegation and shall certify that the attached documents are true, complete and correct to the best of their knowledge and belief, and they understand that any false information given or any true information withheld from said documents may provide grounds for administrative disciplinary action;" and
- b. The convenient date/s for the screening and evaluations of documents of the athletes, coaches, assistant coaches, and chaperones.

After the PNQM, the Head of the Delegation shall submit the official list and photo galleries of athletes, coaches, and chaperons that will participate in the Palarong Pambansa.

The NSAC shall consolidate and finalize the Official Master List of accredited athletes, coaches, assistant coaches, and chaperones and submit the same to the Paloro Board before the opening of the Palarong Pambansa.

Section 12. Posting of Master List to Websites

The master list and picture galleries of the athletes, coaches, assistant coaches, and chaperones shall be posted on the DepEd website or any available website upon submission by the delegation concerned. The posted master lists shall likewise be the basis for the filing and/or receiving of complaints or protests, if any, within the period prescribed for filing protests.

The Communication Division of this Department shall facilitate the immediate posting on the DepEd website or to any available website, of the submitted master lists and/or photo galleries of athletes, coaches, assistant coaches, and chaperones upon receipt of the said master lists and galleries subject to the provision of Data Privacy Act.

Section 13. Protest on Eligibility and Appeals on Disqualification.

- a. Complaints or protests shall be in writing duly signed by the coach and the Head of the Delegation and shall be filed before the NSAC within five (5) days from the publication of the master list of qualified athletes in the DepEd Websites. The complaint or protest shall be resolved within 3 days from receipt hereof.
- b. Complaint/Protest shall be accompanied by affidavit/s of witnesses and or pieces of evidence in support thereof.
- c. Protests which do not comply with (a) and (b) hereof shall not be given due course.
- d. The decision on the complaint or protest shall be appealable to the Board within three (3) days from the issuance of the decision, and

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the Board shall resolve the appeal within two (2) days from receipt of the appeal. The decision of the Board shall be final and executory.

Section 14. Replacement of athletes, Coaches, and chaperones:

Replacement of athletes may be allowed based on meritorious grounds two (2) days before the Palarong Pambansa, subject to eligibility and documentary requirements.

Section 15. Fielding of the NSAC members to the Palaro Venue

The NSAC members shall be at the Palaro venue within five (5) days before the schedule of the opening of the Palarong Pambansa to continue the performance of their duties and responsibilities, and during the period of the Palaro events to re-check and monitor the proper technical officials, athletes, coaches, assistant coaches, and chaperones fielded by the delegations.

Section 16. Sanctions against Athletes, Technical Officials, and other persons- unless otherwise provided for by the Board, the following sanctions shall be imposed against the team of the Region who will violate the rules on eligibility;

- c. In team competitions, the games where the ineligible and/or disqualified athlete has taken part shall be declared forfeited in favor of the opposing team; and
- d. In individual competitions, the games where the ineligible and/or disqualified athlete played shall be forfeited in favor of the opposing athlete.
- e. Individuals who violated the rules on eligibility may be suspended or banned from participating in future sports competitions depending on the gravity of the offense.
- f. These sanctions shall be without prejudice to the filing of appropriate administrative and/or criminal charges against the erring officials and/or athletes in accordance with existing laws, rules, and regulations.

These Guidelines shall take effect immediately.



(Enclosure No. 3 to DepEd Memorandum No. **005**, s. 2023)

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Enclosure 3



GUIDELINES ON THE HEALTH AND SAFETY PROTOCOLS, LEARNER RIGHTS AND PROTECTION, AND DISASTER RISK REDUCTION MANAGEMENT RELATIVE TO THE CONDUCT OF 2023 PALARONG PAMBANSA

I. HEALTH AND SAFETY PROTOCOLS

The DepEd Order No. 39, series 2022, titled "Health and Safety Protocols in Light of the COVID 19 Pandemic" provides guidance on ensuring health, safety and well-being of learners and DepEd personnel as it applies to school sports activities including competitions.

A. PRE-COMPETITION

1. The billeting schools and playing venues must conform with the standards required by the IATF and DOH as stipulated in DepEd Order 39, s. 2022 even prior the arrival of the delegation
2. A designated isolation area must be identified in case the delegate manifests any sign or symptom of COVID-19 or any communicable disease.
3. Likewise, coordination with the DOH or host City Health must be done to ensure the availability of health personnel and seek the support of and partner with mental health associations in their respective areas, if possible, to assist in ensuring the mental wellness of the entire delegation.
4. Each delegation is responsible for ensuring sanitation in their respective billeting school/s including the provision and sterilization of kitchen utensils.
5. Host City shall ensure 24/7 availability of medical provision.
6. Submission of documentary health requirements such as a medical certificate issued by a government medical practitioner is a must as a health protocol and requirement for eligibility.

B. AT THE BILLETING AREA

1. The delegation is responsible to report any signs and symptoms of COVID-19 to COVID Management Team/ Medical Team.
2. Athletes and officials who exhibit symptoms of COVID-19 shall be immediately placed in an isolation area while preparing for their transport to the appropriate facility.



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3. All delegates shall follow the existing approved protocols of the billeting schools which must be explained by the assigned health personnel once the delegation arrives.
4. All delegates are highly encouraged to wear face masks.
5. Physical distancing shall be observed whenever possible.
6. Classroom doors and windows of the billeting quarters shall be open for ventilation.
7. The delegates are strictly prohibited from eating together while facing one another. If there is a lack of space in the room or school premises to allow distancing during meals, eating shall be done in a manner where all individuals face in one direction and do not talk while their masks are off.
8. Standard classroom shall accommodate not more than or less than 80% capacity to avoid congestion. (DepEd Order 34, s. 2022)
9. Strictly observe the National and Local IATF and DOH guidelines.

C. DURING COMPETITION

1. All sports competitions shall adopt sports-specific safety protocols prescribed by their respective international federations.
2. Check the temperature and perform safe-entry check-in before the game.
3. Any member of the delegation who exhibits flu-like symptoms, such as fever, cough, sore throat, runny or stuffy nose, muscle or body malaise and chills, headaches, or loss of smell and taste, will not be permitted to interact with other members of the delegation.
4. In light of the issuance of Executive Order No. 7, s. 2022 "Allowing voluntary wearing of face masks in indoor and outdoor settings, reiterating the continued implementation of minimum public health standards during the state of public health emergency related to the COVID 19 pandemic", and the issuance of DO No. 48, s. 2022 otherwise known as "Implementing Executive Order No. 07, s. 2022 and Amending DepEd Order No. 039, s. 2022", both delegates and spectators are still encouraged to wear their face masks throughout the entire duration of the activity, except when eating or drinking.
5. Physical distancing shall be observed whenever possible. Limited interactions between and among spectators, delegates, and officials shall also be observed.
6. Disinfect the playing venues including sports equipment after the game.
7. Availability of alcohol dispensers on entrances, exits, dug outs, and comfort rooms.

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D. POST COMPETITION

Host Division and the delegation team shall provide assistance to the athletes with covid infection/covid-like symptoms and other medical issues particularly when the member of the delegation is hospitalized and advised by the medical practitioner if not fit to travel.

II. LEARNER RIGHTS AND PROTECTION POLICY

The Department of Education (DepEd), the *Palarong Pambansa* Secretariat, and through the Learner Rights and Protection Office, ensure that all sports events and playing venues are conducive and that the best interest of the athletes shall be the paramount consideration in all decisions and actions involving them. To provide special protection to student-athletes who are gravely threatened or endangered by circumstances, the DepEd Child Protection Policy (DepEd Order 40, s. 2012) shall be fully adopted before, during, and after sporting events. Yet, the participatory rights of the student-athlete in the implementation of this policy and in all proceedings affecting them, whether they be victims or aggressors, either directly, or through a representative, is greatly recognized.

The *Palarong Pambansa 2023* shall be in accordance with the safeguarding guidelines in order to minimize risk, guarantee safe space, and ensure positive experience for all delegates, organizers, and others who are involved in the event. Further, through the safeguarding guidelines, appropriate preventive, protective, and remedial measures will be properly implemented.

Accordingly, the DepEd and *Palarong Pambansa* secretariat reiterates the zero-tolerance policy for any act of child abuse, exploitation, violence, discrimination, bullying, and other forms of abuse. Hence, a Child Protection Desk shall be fully operationalized through the Child Protection Committee (CPC) in all playing venues and billeting quarters.

1. Duties and Responsibilities of Coaches, Trainers, Chaperons/Guardians

- a. Exercise parental authority and responsibility over the child while under their supervision, instruction, and custody. Authority and responsibility shall apply to all authorized activities whether inside or outside the premises of sporting events and venues.
- b. Keep them in their company and support, educate and instruct them by right precept and good example.

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- c. Give them support, advice and counsel, companionship and understanding.
- d. Enhance, protect, preserve, and keep them physically and mentally healthy at all times.
- e. Protect them from bad company and prevent them from acquiring habits detrimental to their health, studies, and morals.
- f. Represent them in all matters affecting their interests.
- g. Inculcate the value of respect and obedience.
- h. Practice positive and non-violent discipline, as may be required under the circumstances; provided, that in no case shall corporal punishment be inflicted upon them.
- i. Report child abuse incidents to the designated child protection focal person.
- j. Perform such other duties as are imposed by law upon them, as substitute parents or guardians.

2. Duties and Responsibilities of Student-Athletes

They shall Comply with the *Palarong Pambansa* regulations, as long as they are in harmony with their best interests, and shall refrain from:

- a. Engaging in discrimination, or leading a group of student-athletes, to discriminate another, with reference to one's physical appearance, weaknesses and status of any sort.
- b. Doing any act that is inappropriate or sexually provocative.
- c. Participating in behavior of other student-athletes that is illegal, unsafe or abusive such as but not limited to vulgar language, inciting malicious acts, catcalling or "*paninipol*"
- d. Marking or damaging school/billeting quarter property and in sports venues.
- e. Engaging in fights or any aggressive behavior.
- f. Bringing into the *Palarong Pambansa* premises or otherwise possessing prohibited articles, such as deadly weapons, drugs, alcohol, toxic and noxious substances, cigarettes, and pornographic materials.
- g. Performing other similar acts that cause damage or injury to another.

3. Safe Interactions Before, During, and After the *Palarong Pambansa* 2023 event

3.1 Everyone shall ensure that respectful, non-violent, and non-sexualized interactions are done during the event. This applies to:

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- a. adult delegates to learner athletes;
- b. adult delegates to fellow adult delegates;
- c. learner athletes to fellow learner athletes; and
- d. learner athletes to adult delegates.

3.2. Adult delegates are highly required to observe the following:

- a. They should not share a room with the learner athletes except for authorized chaperons.
- b. They should not engage in any form of inappropriate touching of the learner athletes.
- c. They should not make sexually suggestive comments to a learner athlete, even in fun.
- d. They should not allow allegations made by a learner athlete to go unchallenged, unrecorded, or not acted upon.
- e. They should maintain a safe and appropriate distance with the learner athletes.
- f. They should ensure appropriate company with a learner athlete while in a car or other vehicle.
- g. They should obtain written parental or official consent as necessary relative to the need to transport learner athletes.

3.3 As to the child participants, the following shall be strictly observed:

- a. If they receive a *friend request* or social media message from an adult delegate (either from the same delegation or from other delegations), they are not obliged to accept or respond. They should tell their parents/guardians and/or their coaches/chaperons about it.
- b. They should always wear the PP identification cards.
- c. They should use proper language when talking with other learner athletes and adult delegates.
- d. They should never talk to other learner athletes and adult delegates privately and in secluded areas.

3.4 All officials and the entire delegations shall also adhere strictly to the safe and unsafe touches in sports, to ensure safe, confident, and dignified practice when using appropriate and necessary touch/es. Thus, the following important reminders are reiterated for safe physical interactions:

- a. Safe touches are only done in the non-private parts of the body such as handshaking, high five or bump fists from a coach/teammate, pat

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- on the back/shoulder, supervised public massage for injured athletes, spotting during training exercises.
- Safe touches should be merely for reasons of affirmation, reassurance, cohesion/bonding, pump-up and focus, instruction, safety, and sports-specific rituals.
 - Unsafe, confusing or uncomfortable touches which are done either in the non-private or private parts of the body are strictly not allowed.
 - Unwanted touches that might be safe but that a student-athlete does not want from that person or at that moment are also not allowed.
 - Student-athletes are strongly encouraged to talk, call or text, or approach the *Palarong Pambansa* Child Protection Team for any concerns of bullying or any forms of abuse.

4. Reporting Safeguarding Concerns

Adhering to the four Rs for Child Protection Policy - Recognition of the incident, Recording, Reporting, and Referral Mechanism, the following shall be communicated to the learner athletes:

- If the learner athlete wishes to report a child protection concern while the PP is ongoing, he or she may approach any Child Protection Help Desk per delegation or through the host RO and SDO personnel.
- If a learner athlete experiences distress or any protection concern during the PP, he/she may approach designated guidance counsellors in their billeting quarters.
-

5. Composition of Palarong Pambansa Child Protection Team and Across Governance Levels

Chairperson:

Co-chairperson:

Members:

Helpline Number/s:

III. DISASTER RISK REDUCTION MANAGEMENT (DRRM)

- The *Palarong Pambansa* Host shall prepare a comprehensive and contingency DRRM Plan in the duration of the *Palarong Pambansa*.
 - billeting schools
 - playing Venues
 - and other facilities during the conduct of *Palarong Pambansa*
- Identify the dates for the conduct of earthquake drill orientation seminar and its implementation to item 1.a, 1.b. and 1.c.

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3. Implement the existing D.O. # 37 s. 2022, entitled, "New Guidelines on the Cancellation or Suspension of Classes and Work in Schools in the Event of Natural Disasters, Power Outages / Power Interruptions and Other Calamities".
4. All other concerns related to DRRM shall be implemented.

References:

Department of Education. **DepEd Order No. 40, s. 2012**– *DepEd Child Protection Policy*. Pasig City: Department of Education, 2012.

Department of Education. **DepEd Order No. 21, s. 2019**– *Policy Guidelines on the K to 12 Basic Education Program*. Pasig City: Department of Education, 2019.

Department of Education. **DepEd Order No. 34, s. 2022**– *School Calendar and Activities for the School Year 2022-2023*. Pasig City: Department of Education, 2022.

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Office of the President. **Executive Order No. 7, s. 2022** – *Allowing Voluntary Wearing of Face Mask in Indoor and Outdoor Settings, Reiterating the Continued Implementation of Minimum Public Health Standards During the State of Public Health Emergency Relative to the COVID-19 Pandemic*. Malacañan Palace, Manila, 2022.