



Republic of the Philippines
Department of education
REGION VI- WESTERN VISAYAS
SCHOOLS DIVISION OF SAGAY CITY

DIVISION MEMORANDUM

No. 534, s. 2024

August 30, 2024

**GUIDELINES ON THE CONDUCT OF LOWER ATHLETIC MEETS
UP TO PALARONG PAMBANSA FOR S.Y. 2024-2025**

To: Asst. Schools Division Superintendent
Chief Education Supervisors – CID and SGOD
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to DepEd Memorandum No.020 and 021 s. 2024 titled Conduct of the 2024 Palarong Pambansa Competition and Updates in DepEd Memorandum No. 020, s. 2024 respectively, this office informs the field for the Guidelines on the Conduct of Lower Athletic Meets up to Palarong Pambansa for School Year 2024-2025.
2. The conduct of all competitions leading to the Palarong Pambansa such as school/intramural, district, division, provincial and regional meets shall be guided by the Guidelines on the Eligibility of Athletes, and the Technical Rules, Regulations and Guidelines of the Different Sports played in the 2024 Palarong Pambansa, as stipulated in the DM 020, s. 2024.
3. Below is the recommended Calendar of Sports Activities from the Lower Athletic Meets up to Palarong Pambansa 2024:

School Sports Activities	Schedule	Remarks
School Sports Competition/ Intramurals	4 th Week of September 2024	The activity may be scheduled after the end of Academic Quarter 1, or on any of the following dates: September 25, 2024, September 26, 2024, September 27, 2024, or September 28, 2024.
District Meet	October 2024	The activity may be scheduled for October 23-26, 2024, or on any of the Saturdays in October 2024."
Division Meet	November 2024	November 7-9, 2024
Provincial Meet	January, 2025	To be announced by the Province
WVRAA	February, 2025	Tentative Proposed schedule of the Regional Office VI - February 11-28, 2025
Palarong Pambansa	May, 2025	Tentative proposed schedule by the Palarong Pambansa May 19-31,2025

4. The DepEd Memorandum No.020 and 021,s. 2024 shall be the implementing guidelines on sports competitions for this school year 2024-2025. Specifically, the athlete's eligibility for **elementary athletes , the cut-off age/year is 13 years old or must have been born on or after January 1, 2012;** and for **secondary athletes, the cut-off age is 18 years old or must have been born on or after January 1, 2007.** Athletes born before the said date shall be immediately disqualified from the School, District, and Division Level and up to Palarong Pambansa.



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5. All regular sports played during the 2024 Palarong Pambansa at the elementary and secondary levels, including the Para-athletes, will continue to be played in this school year's athletic meet. Pickleball, however, will continue to be included as an additional demonstration sport in the competitions for both elementary and secondary boys and girls, from school meets up to the Provincial Meet.
6. The **WINNER- TAKE all policy** shall be applied for **TEAM SPORTS**.
7. The following athlete's documents at the **School and District Level sports competition** are required:
 - a. Original Copy of Philippine Statistics Authority (PSA)/ National Statistics Office (NSO) Birth Certificate.
 - b. Learner's Permanent Academic Record or SF 10 (Form 137)
 - c. Parental Consent
 - d. Medical Certificate within three (3) months before the opening of each level of competition, stating that the athlete is physically fit and duly checked and signed by the school nurse/Barangay Health Worker.

NON-COMPLIANCE of these documents, NO PLAY

8. In the **Division Level, all Documentary Requirements** as stated in Sec. 6-11, of DepEd Memo No. 020, s. 2024 must be submitted to the Division Screening Committee.
9. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, school, gender, civil status, disability, religion, or other similar factors, or personal circumstances that run counter to the principles of equal opportunity.
10. Participation and services rendered by the nationally paid teaching personnel to these sports activities/competitions that are held outside of the regular school days are entitled to service credit (DO 53, s. 2003)
11. While teaching-related, non-teaching, and contractual personnel in participation in this activity held beyond office hours is entitled to COC pursuant to CSC & DBM Joint Circular No.2 s. 2004 (Non-monetary Remuneration for Overtime Services Rendered).
12. All expenses incurred by the athletes, coaches, chaperons, trainers, and team management and in the conduct of this activity are chargeable against School MOOE/IGP/CANTEEN/SEF/ and other local funds subject to the usual accounting and auditing rules.
13. For guidance and compliance, immediate and widest dissemination of this Memorandum is highly recommended.

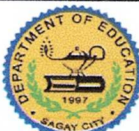

MARSETTE D. SABBALUCA, CESO VI
Schools Division Superintendent

Incl: As stated

Reference:

To be included in the Perpetual Index
under the following subjects
SPORTS

Memorandum District Meet Division Meet



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