

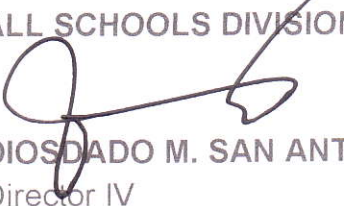


Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION IV-A CALABARZON
Gate 2, Karangalan Village, Cainta Rizal



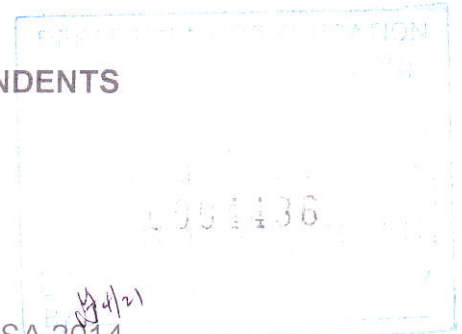
MEMORANDUM

T O : ALL SCHOOLS DIVISION SUPERINTENDENTS

FROM :  **DIOSDADO M. SAN ANTONIO**
Director IV

SUBJECT : RE HOSTING OF PALARONG PAMBANSA 2014

DATE : April 14, 2014



As agreed during previous meetings relative to the hosting of the upcoming PALARONG PAMBANSA 2014, following is the assignment per Schools Division:

Region	Host Division	Billeting School	Coordinating Official from SDO-Laguna
I Ilocos Region	Sta. Rosa City	Pedro Guevara MNHS, Sta. Cruz	Teresita L. Jaraplasan Lumban/Kalayaan District
II Cagayan Valley	Calamba City	Dayap NHS & Dayap ES, Calauan	Jovito M. Barcenas Calauan District
III Central Luzon	Imus City	Los Banos ES, Los Banos	Edna F. Hemedez Cabuyao District
IV-A CALABARZON	Laguna	Felicesimo T. San Luis MNHS, Sta. Cruz	Romulo S. Dicdican San Pedro District
IV-B MIMAROPA	Lipa City	Lopez ES, Los Banos	Esmeralda E. De Castro Los Banos District
V Bicol Region	Batangas City	Famy NHS & Famy ES Famy	Amada C. Fernandez Famy/Mabitac District
VI Western Visayas	San Pablo City	Crisanto Guysaco MES Nagcarlan	Allan G. Hostalero Nagcarlan/Rizal District
VII Central Visayas	Quezon	Unson NHS & Unson ES Pagsanjan	Elvira S. Catangay Cavinti District
VIII Eastern Visayas	Cavite	Magdalena NHS, Ananias Laico MES, Ricardo Pronove ES, Magdalena	Evelyn S. Jocson Magdalena/Majayjay District
IX Zamboanga Peninsula	Rizal	Sta. Cruz CES Sta. Cruz	Carmelita R. Mirandilla Sta. Cruz District

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X Northern Mindanao	Batangas	Balian NHS & Victor O. de Guia MES, Pangil	Rona I. Aguja Pakil/Pangil District
XI Davao Region	Dasmariñas City	Pagsanjan NHS & Francisco Benitez MES, Pagsanjan	Wilmer M. Gahite Pagsanjan District
XII SOCCSKSARGEN	Lucena City	Bagumbayan ES & Callios ES Sta. Cruz	Raymunda Mauricio Flora Rondilla Sta. Maria, Paete District
XIII CARAGA	Cavite City	Don Manuel Rivera MNHS & Pila ES, Pila	Ligaya L. Mabilangan Pila District
ARMM	Tayabas City	Santisima Cruz ES Sta. Cruz	Melinda N. Tolentino Bay District
CAR	Antipolo City	Linga ES & Linga NHS Linga, Pila	Orlando Valverde Luisiana District
NCR	Bacoor City	Liliw ES Liliw	Emerlita A. Palconan Liliw District
Select Sports Events Officials & DepEd CO Secretariat	Tanauan City	Laguna University, Tessie Oreta Bldg., Swimming Pool Bubukal, Sta. Cruz	

Each Schools Division shall take charge of the following:

Before the PALARO...

1. Closely coordinate with the assigned official from the Division of Laguna to ensure readiness of each billeting quarter;
2. Make certain that a dry run of the facilities in the billeting quarter is undertaken prior to the arrival of the delegates (e.g. faucets, lights, door locks, toilet bowls, etc.)
3. Put up a streamer or tarpaulin welcoming the delegates headed by its Regional Director;

During the PALARO...

4. Take charge in welcoming the delegates and their officials;
5. Ensure that the security/medical help desks are in place therein;
6. Make sure that the delegates are comfortable; and
7. Keep an open line of communication with the concerned Regional Director for any concerns the delegates might have.

All expenses relative to the hosting of the PALARONG PAMBANSA 2014 shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

Please be guided accordingly.