



Republic of the Philippines
Department of Education
Region XII
Schools Division Office of Tacurong City

September 8, 2025

DIVISION MEMORANDUM

SGOD- 2025 132

**2025 SPORTS FESTIVAL cum CITY OF TACURONG ATHLETIC ASSOCIATION (CTAA)
MEET**

To: Assistant Schools Division Superintendent
Chiefs (CID/SGOD)
Education Program Supervisors
Cluster Heads
Elementary and Secondary School Administrators
(Public, Private & SUCs)
This Division

1. This year's 2025 sports activities, SDO Tacurong City in partnership with Local Government Unit (LGU) through Sports Development Council will conduct the Sports Festival cum City of Tacurong Athletic Association (CTAA) Meet on October 3 – 5, 2025 which will be held at the various schools of the city.
2. The objectives of this activity are to select potential athletes to participate and represent the city to the higher sports competition, to build a strong relationship, teamwork, camaraderie with other athletes in the different schools of the city.
3. All schools are encouraged to participate.
4. Attached is the general guidelines for the conduct of the said activity.
5. Expenses incurred to this activity shall be charged to LGU Sports Fund, Special Education Fund (SEF) and other local funds subject to the usual accounting and auditing rules and regulations.
6. For inquiries, you may contact **Mr. Brendon Andone Moises** on messenger or 09567241233
7. Widest dissemination of this Memorandum is highly enjoined.


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent

Enclosures: As stated
Reference: Div. Memo No. 150, s. 2024
Allotment: None
To be indicated in the Perpetual Index under the following subject/s:
COMPETITION SPORTS

RNT&BAM/DM/2025 Sports Festival cum City of Tacurong Athletic Association (CTAA) Meet/September 8, 2025



Address: Alunan Highway, Poblacion, Tacurong City 9800
Telephone Numbers: (064)-562-4880; 0919-065-6425
Email: tacurong.city@deped.gov.ph
Website: denedtacurong.org



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Enclosure No. 1 to Division Memorandum No. 132, s. 2025

2025 SPORTS FESTIVAL cum CITY OF TACURONG ATHLETIC ASSOCIATION (CTAA) MEET

GENERAL GUIDELINES

I. ELIGIBILITY OF ATHLETES:

1. Participants are elementary and secondary athletes and coaches from public, private, and SUC High School;
2. Must be enrolled at the beginning of the current school year;
3. Elementary athletes shall be born on January 1, 2013, or later while Secondary athletes on January 1, 2008, or later;
4. 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 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.
5. As a general rule, elementary athletes shall play at the elementary level and secondary athletes shall play at the secondary level. However, elementary athletes who have been declared overage at the elementary level shall be allowed to play at the secondary level.

II. GROUNDS FOR DISQUALIFICATION:

1. Athletes who have been declared over-aged by the screening committee (based on the submitted Birth Certificate PSA/NSO);
2. Elementary athletes with 3rd molar tooth (attested by the Dental Officer);
3. Athletes with failing grades in three (3) or more learning areas in the First grading period.
4. Non-submission of required documents;
5. Athletes banned during the previous Division Meet or disqualified during the preceding lower meets; and
6. Other grounds include but are not limited to falsification of documents, misrepresentation, and use of prohibited drugs.

1. All School Sports Coordinators are advised to submit pertinent documents of athletes/coaches on or before September 22, 2025 at the SGOD Office of the Schools Division Office of Tacurong City. Attention: Brendon A. Moises (TA-I)/School Sports Division Coordinator. Failure to submit the said requirements shall be ground for disqualification;

III. DOCUMENTARY REQUIREMENTS:

1. Photocopy of Birth Certificate (NSO/PSA);
2. Late registration may be accepted, provided it was issued one (1) year prior to the current schedule of the tournament;
3. In the case of foreign-born Filipino athletes, in lieu of NSO/PSA Birth Certificate, the Birth Certificate issued by the country of his/her birth and valid Philippine Passport or a document



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issued by the Bureau of Immigration/Department of Foreign Affairs showing his/her nationality as a Filipino (photocopy only);

4. Photocopy of SF10 with no failing grades

5. Parent's or guardian's consent verified by the Teacher-adviser/Principal/ Registrar;

A. Combative sports including gymnastics

a.1 Parental Consent signed by both parents duly verified by the school head where the athlete is enrolled.

a.2 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.)

a.3 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.

B. Non-combative sports

b.1 Parental Consent of at least one parent duly verified by the school head where the athlete is enrolled.

b.2 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 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.)

b.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

6. Medical Certificate signed by the physician that the athlete is physically fit

6.1 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.

6.2 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, Dental Certificate is NOT required.**

7. Gallery of pictures (per event); and

8. Appointment (Public) Contract of Service/ Omnibus Affidavit (Private) (employed for at least 6 months), for coaches only.

8.1 Relevant sports training of twenty-four (24) hours for non-combative sports and forty (40) hours for combative sports/ gymnastics.

8.2 Relevant experience of one (1) year for non-combative sports and two (2) years for combative sports/ gymnastics.

8.3 Track Record of participation, in the division and regional meet.

8.4 Educational and professional background of at least 2nd-year college, preferably sports-related course.

8.5 Membership in any relevant sports association.

8.6 License or certifications/ accreditation issued by the National/ International Sports Association, authorized organization, or by the DepEd (Division, Region, or Central Office)

8.7 Medical Records (Medical Certificate of fitness)



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IV. ADDITIONAL MECHANICS/GUIDELINES TO BE OBSERVED:

1. Participants in this activity must STRICTLY FOLLOW the rules / guidelines;

2. Latest guidelines in the Qualifying Standards for measurable sports such as Athletics, Swimming, Archery and a Modified Winner Take-All policy for all team's sports like Basketball, Baseball, Softball, Futsal, Sepak Takraw, and Volleyball shall be adopted. Attached is Memorandum OM – OUOPS – 2025 – 05 – 00833 dated February 4, 2025 for your perusal.

3. STRICTLY “NO GALLERY, NO START OF THE GAME”.

4. Not all events played during the Division meet will qualify in the Higher Meet, if and when the winning individual/team fails to meet the game standard;

5. Selection of athletes/coaches will be based on the performance and recommendation of the Tournament Officials;

6. The decision for selection of athletes/coaches by the Tournament Officials, Screening Committee and Division Sports Officer is FINAL and is therefore irrevocable.

V. All assigned Tournament Officials/Working Committees are required to do their functions, duties and responsibilities. This is to emphasize, that failure to perform such functions, duties and responsibilities will be dealt with in accordance with the set standards and prior agreements.

Prepared by:


RONA N. TACOT
EPS – Division Sports Officer


BRENDON A. MOISES
TA-I/School Sports Division Coordinator

Noted:

MAYFLOR D. ROMUALDO
Chief-ES- SGOD


ARLENE ROSA G. ARQUIZA
Chief-ES- CID

Recommending Approval:


GILBERT B. BARRERA, CESE
Assistant Schools Division Superintendent

Approved:


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent

