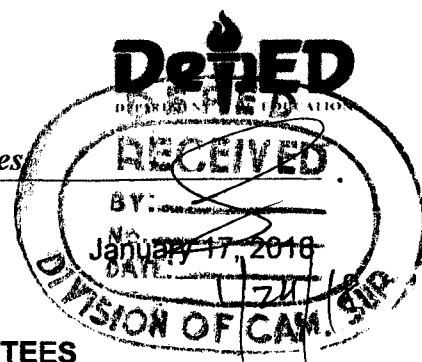


Republic of the Philippines
Department of Education
Region V Bicol
Division of Camarines Sur
Freedom Sports Complex San Jose Pili, Camarines



DIVISION MEMORANDUM
NO. 23, Series 2018

**ORGANIZATION OF DIVISION WORKING COMMITTEES
FOR PALARONG BIKOL 2018**

TO: Assistant Schools Division Superintendents
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads/ Principals
All others concerned

1. Camarines Sur Division will participate in the 2018 Palarong Bicol with complete delegation for regular sports, demo sports and special events on February 4-10, 2018 at Naga City.
2. Aside from Sports Competitions, there are also sports-related contests like Search for Most Disciplined Delegation, Most Organized Delegation, Clean and Green, Saludo and Festival King and Queen, among others.
3. To ensure successful participation in various sports competitions and related contests, the Division Working Committees are hereby organized and the list is found in the attached enclosures.
4. The Committee Chairman shall submit to the SGOD Office the list of members who participated in their respective committees within 3 days after the activities.
5. Each committee through the chairman will submit to the Palaro Board through SGOD Office their duties and responsibilities/terms of reference together with their proposed budget for their operations that may be charged to the Division MOOE/SEF fund whichever is available.
6. The billeting schools for SDO Camarines Sur will be at Naga City School of Arts and Trades and Sabang Elementary School.
7. Travelling and other expenses incurred before, during and after the palaro relative to the functions of each committee shall be charged to their respective MOOE fund subject to its availability and the usual accounting and auditing rules and regulations.
8. Service Credits shall be granted to teachers for services rendered during weekends and holidays and Compensatory Overtime Credits (COC) for school/district/division officials per DEPED Order No. 53, series 2003 and CSC-DBM Joint Circular No. 2, series 2004 respectively.
9. For information, guidance and strict compliance of all concerned

ARNULFO M. BALANE, CESO V
Schools Division Superintendent