DIVISION MEMORANDUM  
No. 36, Series of 2019  

To: Chief Education Supervisors  
   Education Program Supervisors  
   Public Schools District Supervisors  
   District/Secondary Sports Officers  
   District/Secondary Cultural Coordinators  
   Heads of Public and Private Elementary and Secondary Schools  
   All Others Concerned  

1. In connection with 2019 Palarong Camarines Sur on November 12-17, 2019, there will be a Coordination Meeting on October 25, 2019 1:00 o'clock PM at Palestina Elementary School.  

2. Expected participants are the following:  
   a.) Elementary - 4 pax for every Host congressional district consisting of PSDS, Central/Senior Principal, District Sports Officer and District Cultural Coordinator.  
   b.) Secondary - 4 pax PSDS, Senior/Host Principal, School Sports Officer, School Cultural Coordinator.  
   c.) EPS Sports, EPS SPEI, EPS Senior HS Coordinator and Division Sports Officer, Sports Staff SGOD.  
   d.) Chairmen and co-chairmen of various Working Committees.  
   e.) CSSA and Private Schools 3 participants each.  
   f.) PSDS and Central Principals of Pili East and West District for billeting schools.  

3. Travelling and incidental expenses may be charged to their respective MOOE Fund/SEF Fund subject to its availability and the usual auditing and accounting rules and regulations.  

4. Attendance of all concern is desired. 

Loida N. Nidea, CESO V  
Schools Division Superintendent
<table>
<thead>
<tr>
<th>Division Working Committees</th>
<th>Chairmen and Co-Chairmen</th>
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| **Ways and Means/Steering Committee** | Pedro Pelonio  
William Villare |
| **Contest Secretariat** | William Villare  
Hazel Salcedo |
| **Search for Cleanest, Greenest and Ecofriendiest Delegation** | Felicidad Bisenio  
Pedro Pelonio |
| **Search for Disciplined Delegation** | Emily Esmabe  
Marilin Berja |
| **Search for Cleanest, Greenest and Ecofriendiest Billeting School** | Sarah Christine Godoy  
Lilian Paredes |
| **Search for Most Organized Delegation** | Hazel Salcedo  
Robei Hlloma |
| **Opening Invitation and Closing Program** | Alma Aguirre  
(Paul Robert Cagana) |
| **Usherettes - Opening and Closing Program** | Neil Aldrin Jacob |
| **Raising of Banners/Emergency Response** | Alex Bongalos  
Eusebio Garcia, Jr. |
| **Cleanliness of Sports Complex** | William Villare  
Connie Besenio |
| **Saludo/Mutya at Lakan** | Imelda Nardo  
Nicolas Sasaluya |
| **Announcers** | Annabelle Mota  
Mildred Prades |
| **Jury of Appeal** | Susan Collano  
Pedro Pelonio |
| **Accommodation of Guest** | Ma. Salve Gutierrez  
Marilyn Gomez |
| **Traffic and Parking Committee** | Agapito Togfil, Jr.  
Gerardo Frias |
| **Stage (chairs, tables, electric fan, extension wire, etc.)** | Virgilio Bancaso  
Danilo Bolante |
| **Dance sports** | Imelda Nardo |
| **Lighting of Friendship Urn** | Joseph Sarsaba  
Leslie De Lima |
| **Finance Committee** | |
| **Drrm Committee** | Danilo Terroblas  
Dennis Mijares |
| **Preparation of Tracks/Oval** | Alberto Estadilla  
Artemio Bataller, Jr. |
| **Decoration (Gate and Do Frontage)** | Irene Malate  
Dennis Cedron |
| **Souvenir Program** | Racquel Papa  
Sheila Mae Prestosa |
| **Decoration (Stage)** | Jennilyn Cedron  
Jack Beldoa |
| **Decoration (Ground Sports Complex)** | Mercy Barcillano  
Rosalyn Nopia  
Raul San Vicente |
| **In-Charge of Equipment** | Benjamin N. Layosa, Jr.  
Melvin Meneses |
| **Screening Committee** | Manuel Cablies Jr.  
Levi Bauesa |
| **Friendship Urn Preparation** | Alberto Estadilla  
Altemio Bataller |
| **Publication/Documentation** | Victor Sorellano  
Alfredo Custodio |
| **Ict (Pictures and Videos)** | Max Pardillas  
Philip Nebria |
| **Repair/Improvement of Sports Facilities** | William Villare  
Melvin Meneses |
| **Clerk of Course** | Allen Baiuyot  
Ceasario Quirona |
| **Preparation/Maintenance of Swimming Pool/Diamonds** | Gil Milante  
Diosdado Frondozo |
| **General Services** | Gina Valenciano  
Ernesto Alto |
| **Attendance/Appearance** | Jose Flores  
Amanda Agor |
| **Food and Snacks** | Lilian Paredes  
Evelyn Clave |
| **Committee on Parade** | Heracleo Barcillano  
Ramon Buela |
| **Usherettes - Governor's Night** | Neil Aldrin Jacob  
Pamplona Usherettes |
| **Child Protection Committee** | Susan Antonio  
Aubrey Pitt |
| **Communication, Information and Invitation** | Josephine Doralin  
Sheila Mae Prestosa |
| **Certificates and Awards** | Fe Peralta  
Leila Marcelo |
| **Master of Ceremonies** | Racquel Papa |
| **Prizes and Awards** | Susan Antonio |
| **Courts/Venues and Templates** | Respectful TM's, ATM's, SEC's |

**Uniforms**
- Defin Bondad  
- Jose Flores

**Tarpaullin and Labels**
- Julio Benito Dela Torre  
- Jumel Pante

**Trade Fair**
- Sarah Christine Godoy  
- Jeremias Masapol

**Foods at the SDS Office**
- Lilian Paredes  
- Evelyn Clave

**Committee on Parade**
- Heracleo Barcillano  
- Ramon Buela

**Usherettes - Governor's Night**
- Neil Aldrin Jacob  
- Pamplona Usherettes

**Child Protection Committee**
- Susan Antonio  
- Aubrey Pitt

**Communication, Information and Invitation**
- Josephine Doralin  
- Sheila Mae Prestosa

**Certificates and Awards**
- Fe Peralta  
- Leila Marcelo

**Master of Ceremonies**
- Racquel Papa

**Prizes and Awards**
- Susan Antonio

**Courts/Venues and Templates**
- Respectful TM's, ATM's, SEC's