



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

May 8, 2023

DIVISION MEMORANDUM
NO. 195, s. 2023

**POST - EVALUATION OF CLRAA PARTICIPATION AND PLANNING MEETING FOR
PRE-PALARO & PALARONG PAMBANSA COMPETITION**

To: Assistant Schools Division Superintendents
Division Chiefs
DEPS in-Charge in Sports Programs
Division Accountant
Division AO-IV Property and Supplies
School Head Concerned
All Others Concerned

1. Section 5 (b) of RA 6713 titles "An Act Establishing a Code of conduct and Ethical Standards for Public Officials and Employees" states that all heads or other responsible officers of offices and agencies of the government and of government-owned or controlled corporations shall within forty-five (45) working days from the end of the year, render a performance report of the agency or office or corporation concerned. Such report shall be open and available to the public within regular office hours. To adhere with this, this Office shall conduct a post evaluation of Central Luzon Regional Athletic Association (CLRAA) Meet participation and planning meeting for Pre-Palaro and Palarong Pambansa on May 19, 2023, Friday at 1:30PM, at Guiguinto Municipal Athletic & Cultural Center Guiguinto, Bulacan.
2. The activity aims to:
 - a. Prepare and check documents to be submitted in the Provincial Government of Bulacan;
 - b. submit the Liquidation Report for the Cash Advances;
 - c. Conduct internal auditing of liquidation report to be facilitated by the Division Accountant and Division AO-IV Property and Supplies; and
 - d. Present the evaluation report conducted by the School Management, Monitoring, and Evaluation (SMME).
3. Participants to this activity are SDS, ASDS, Chiefs of CID & SGOD, DSO, ADSO, Delegation/Cluster Chairs, EDDIS Sports Chair, AOIV-Property and Supply, members of the CLRAA 2023 Secretariat/TRMC Committee who served in the recently concluded CLRAA Meet 2023 as well as the Coaches, Asst. Coaches, Chaperons, and the Monitoring & Evaluation Team stipulated in the D.M. 127 and 152, s. 2023. This Communication shall serve as the travel authority of the participants.





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4. In compliance to DepEd Order No. 9, s. 2005 on Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith, it is expected that school heads of the said teacher-participants shall assign substitute teachers who will handle the classes of these teacher-participants for the continuous delivery of learning opportunities among learners.
5. It is expected that all participants shall observe minimum health protocols to continuously prevent the spread of COVID-19 viruses.
6. Expenses to be incurred in the conduct of this activity shall be charged against Post CLRAA 2023 budget, while transportation expenses of the school-based participants shall be charged from the school local funds, both of which are subject to the usual accounting and auditing rules and regulations.
7. Immediate dissemination of and compliance with this Memorandum is earnestly desired.

Digitally signed by
Valderama Cecilia Enriquez
Date: 2023.05.17 15:40:20
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for **NORMA P. ESTEBAN, EdD, CESO V**
Schools Division Superintendent

