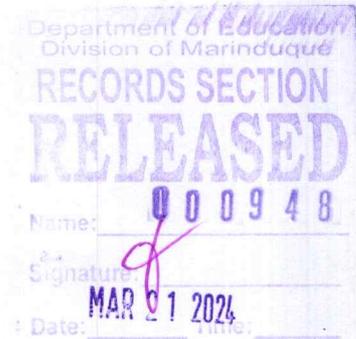




Republic of the Philippines
Department of Education
MIMAROPA REGION
SCHOOLS DIVISION OF MARINDUQUE

Office of the Schools Division Superintendent



March 15, 2024

DIVISION MEMORANDUM

No. 24, s.2024

**2024 PALARONG PANLALAWIGAN
(2024 PROVINCIAL SPORTS FESTIVAL)**

TO: Asst. Schools Division Superintendent
Chief Education Supervisors of SGOD and CID
Public Schools District Supervisors
Heads of Public and Private Elementary and Secondary Schools
All Others Concerned

1. Pursuant to DepEd Memorandum No. 005, s. 2023 titled "Conduct of the 2023 Palarong Pambansa" and Republic Act 10588 also known as Palarong Pambansa Act of 2013, that promote physical education and encourage sports programs, league of competitions, and amateur sports, including training that foster self-discipline, teamwork, and excellence for the development of a healthy and alert citizenry, the Schools Division of Marinduque in collaboration with the Provincial Government of Marinduque announces the pertinent information on the conduct of the 2024 Palarong Panlalawigan (2024 Provincial Sports Festival) to be hosted by the Municipality of Boac with this year's sports theme "Marinduque: United in Sportsmanship, Empowered Together" and shall be conducted on April 14-17, 2024 in Boac, Marinduque;
2. Participants in the Palarong Panlalawigan are athletes who are bonafide students of any Elementary, Junior and Senior High Schools of public and private schools and meet the age requirements as follows:
 - 2.1 For an elementary school athlete, the cut-off age/year is 13 years old or must have been born on or after January 1, 2011;
 - 2.2 For a secondary school athlete, the cut-off age is 18 years old or must have been born on or after January 1, 2006; and
 - 2.3 Athletes born before the said date shall be immediately disqualified from the Division, Regional, and Palarong Pambansa.
3. The following policies shall be adopted/adapted to efficiently and successfully manage the 2024 Palarong Panlalawigan, to wit:
 - 3.1 The Schools Division Athletic Association (SDAA) of Marinduque shall be organized and shall be responsible for the management of the Provincial

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Meet. This association, in coordination with the various offices in the Province shall oversee the management of 2024 Palarong Panlalawigan. It shall assist the officials of the host districts and the host town in the preparation and arrangement of facilities, billeting quarters, amenities and other related activities.

- 3.2 District Offices in partnership with their respective municipalities shall take charge of the preparation of their respective athletic delegations.
- 3.3 Public Schools District Supervisors, District Sports Officers, School Heads, Coaches and stewards shall strictly monitor the school-based trainings of their selected athletes. Further, it is required that these athletes be registered in Red Cross Organization or Boy Scout of the Philippines / Girl Scout of the Philippines.
- 3.4 Paragraph of Regional Memorandum No. 11, s. 2015 titled "Guidelines for Rating Pupil/Student-Participants in All Curricular and Co-Curricular Conferences and Contests" paragraph A, the grade/rating of pupil/student-athletes in sports competition during the time they are in official delegation list as representative of the school, district, regional, national level shall either be increased or retained but never decreased and shall gain more points in the event/s participated in. This is to ensure that pupil/student-athletes are inspired and motivated to participate in the said event.

4. For reiteration, all schools are required to submit hard copies of their Final School Sports Clubs duly signed by authorities to their Public School District Supervisors with the assistance of their respective District Sports Officers. It must be ensured that learner-athletes are officially registered in the said clubs. Further, it is highly requested that names of these athletes can easily be found by placing tag index.

5. Furthermore, in compliance with DepEd Order No. 22, s. 2023 titled Implementing Guidelines on the School Calendar and Activities for the School Year 2023-2024, the school heads shall ensure that a substitute teacher shall take over the class in the absence of their respective teaching personnel who will be serving as technical officials, coaches/asst. coach or chaperone.

6. A separate Manual of Operations which contains the names of the officials as well as the general rules in running the Meet shall be issued to the field. The Implementing Rules and Regulations (IRR) of the Palarong Pambansa shall be the implementing guide of all participating delegations to ensure the smooth conduct of the 2024 Sports Competitions.

7. Expenses related to the Provincial Meet will be covered by the Provincial Special Education Fund (SEF), while costs for municipal delegations attending the Palarong Panlalawigan will be charged to the Municipal Education Fund of their respective municipalities. Additionally, expenses for teaching and non-teaching personnel serving as Provincial Technical Officials shall be drawn from the Municipal Education Fund or other local funds, in accordance with established accounting rules and regulations.

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8. This year's palaro shall continue to adopt the Winner -Take-All policy for all team sports (Basketball, Baseball, Softball, Futsal, Speak Takraw and Volleyball). Further, the Palarong Pambansa competition format shall no longer feature the Pre-National Qualifying Meet and shall be reverted to the previous Pre-COVID 19 pandemic set-up (from the school, competitions, division meet, regional meet, to the national Palarong Pambansa). Moreover, the Qualifying standards for athletic and swimming competitions shall be applied in the representation of athletes in the MRAA Meet 2024. The qualifying standards shall be set by their respective tournament managers with the assistance of the Athletic Manager and their respective team members.

9. The Sports Events to be played in this year's Paloro are the following:

Arnis	Athletics	Badminton
Baseball	Basketball	Billiard
Boxing	Chess	Dancesports
Futsal	Lawn Tennis	Sepak Takraw
Softball	Swimming	Table Tennis
Taekwondo	Volleyball	

10. Please be guided with the following different provisions:

- Enclosure 1: Guidelines on the Eligibility of Athletes; and
- Enclosure 2: Guidelines on the Health and Safety Protocols, Learner Rights and Protection, and Disaster Risk Reduction Management Relative to the Conduct of 2024 Palarong Pambansa

11. All delegation heads are advised to submit the following documents to the School Governance and Operations Division Office:

- 11.1. List of Delegation Officials
- 11.2. List of Participating Schools
- 11.3. List of Athletes

12. Teaching, related-teaching and non-teaching personnel involved in the sports activities shall be granted service credits pursuant to DO No. 53, s, 2003 and Compensatory Time-Off as provided under CSC and DBM Joint Circular No. 2, s. 2004.

13. Wide dissemination of and strict compliance with the contents of this Memorandum are desired.

For:
LYNN G. MENDOZA, EdD
OIC, Schools Division Superintendent


MA. CECILIA S. MANAY
Chief Education Supervisor, SGOD
Officer In-Charge

Encl: As stated
Reference: DepEd Memorandum No.005, s. 2023 , RA 10588, OASOPS No.01, 2024
To be indicated in the Division Perpetual Index
under the following subjects:

COMPETITION LEARNERS PROGRAM SCHOOL HEADS SPORTS TEACHERS

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**GUIDELINES ON THE ELIGIBILITY OF ATHLETES
IN THE DIVISION, REGIONAL AND PALARONG PAMBANSA 2024**

RULE I

Section 1. Scope and Application – These rules shall apply to the conduct of the *Palarong Pambansa*, Regional, Division, District, and School Meets.

RULE II

Section 2. Composition

a. Pursuant to Section 13 of Republic Act No. 10588,¹ known as "An Act Institutionalizing the Conduct of the *Palarong Pambansa* and Appropriating Funds Therefor" and Section 17 (a) of DepEd Order No. 43, s. 2016, known as "The Implementing and Regulations of Republic Act No. 10588,"² the Board shall constitute the National Screening and Accreditation Committee (NSAC) composed of the following:

- i. A representative from DepEd Legal and Legislative Affairs;
- ii. Two (2) government physicians;
- iii. Two (2) government dentists; and
- iv. One (1) authorized representative from each RAA, preferably the Chairperson of the Regional Screening and Accreditation Committee (RSAC).

The *Palaro* Board may designate a Data Group/Secretariat that will assist the NSAC in preparing and reproducing the master lists, identification, photo galleries of the athletes, coaches, assistant coaches, and chaperones, and other works as deemed necessary.

b. The Regional Director shall create a Regional Screening and Accreditation Committee (RSAC) composed of the following:

- i. A representative from the Regional Legal Unit or a representative authorized by the Regional Director, who will act as the Chairperson;
- ii. One (1) government physician;
- iii. One (1) government dentist;
- iv. One (1) authorized representative from each Division Screening and Accreditation Committee (DSAC); and
- v. Data Group that will serve as the secretariat and assist the RSAC in the preparation and submission of the master list, identification, photo galleries, and other documents of the athletes, coaches, assistant coaches, and chaperones.

c. The Schools Division Superintendent shall likewise create a Division Screening and Accreditation Committee (DSAC) composed of the following:

¹ RA 10588

² IRR of RA 10588

- i. A representative from the Legal Unit or a representative authorized by the Schools Division Superintendent, who will act as the Chairperson;
 - ii. One (1) government physician;
 - iii. One (1) government dentist;
 - iv. One (1) authorized representative from each district or cluster and
 - v. Data Group that will serve as the secretariat and assist the DSAC in the preparation and submission of the master list, identification, photo galleries, and other documents of the athletes, coaches, assistant coaches, and chaperones.
- d. No teaching personnel engaged in classroom instruction shall be designated as NSAC, RSAC, or DSAC members.

Section 3. Duties and Functions of the NSAC – The NSAC shall:

- a. Interview, evaluate, and verify the authenticity of the documents of athletes, coaches, assistant coaches, and chaperones submitted by the Head of Delegation for the *Palarong Pambansa*;
- b. Accredite qualified athletes, coaches, assistant coaches, and chaperones and submit the master list to the Board at least two (2) months before the conduct of the *Palarong Pambansa*;
- c. Consider replacements for disqualified athletes during the period of screening;
- d. Re-check and monitor with the proper technical officials the athlete fielded by coaches during the actual competition based on the final official master list and photo gallery;
- e. Monitor the conduct of the screening and accreditation of the athletes, coaches, assistant coaches, and chaperones during the Division, Regional and *Palarong Pambansa*;
- f. Have an appellate jurisdiction on decisions rendered by the RSAC; and
- g. Other functions that the Board may delegate.

Section 3. Duties and Functions of the RSAC and DSAC – The RSAC and DSAC shall:

- a. Evaluate and verify the authenticity of the documents of athletes, coaches, assistant coaches, and chaperones submitted by the Head of Delegation for the Regional Meet in the case of RSAC and Division Meet in the case of DSAC;
- b. Accredite qualified athletes, coaches, assistant coaches, and chaperones and submit the master list to the NSAC and RSAC, as the case may be;
- c. Monitor with the proper technical officials the athlete fielded by the coaches during the actual competition.

- d. Provide technical assistance in the screening and accreditation of athletes, coaches and chaperones

RULE III

Section 5. Rules on Participation in the Palarong Pambansa

- a. The participants in the *Palarong Pambansa* shall be elementary and secondary athletes from public and private schools who participated in the Division meet (School, District, and other applicable meets) and Regional Meet: *Provided* that secondary athletes shall refer to both junior and senior high school learners;
- b. Generally, Kinder to Grade 6 athletes shall play in the elementary Division, and Grade 7 to Grade 12 athletes shall play in the secondary Division. However, an elementary athlete who has been declared overage at the elementary level may be allowed to play at the secondary level.

Section 6. Eligibility of Athlete – To be eligible in the *Palarong Pambansa*, Regional, Division, and other lower meets, the athlete must be:

- a. A Filipino citizen;
- b. Enrolled in a public, private recognized school (schools with recognition/permit to operate) or Philippine School Overseas (PSO) or National Academy of Sports (NAS) in the current school year and have attended and completed the curriculum year (for *Palarong Pambansa* only), regardless of the delivery mode of learning, except those enrolled under Alternative Learning System.

For athletes under the Alternative Delivery Mode (Home Study Program/ Home Schooling Program, Modified Out School Approach, Open High School Program), they shall be allowed to participate in the lower meets, Division, Regional, and *Palarong Pambansa* provided that they shall represent the School or Division or Region where they are enrolled.

- c. In case of transfer of learner-athlete, the following rules shall apply, *viz.*
 - i. **For transfer of athlete from one region to another region**, a one (1) academic year or school year **residency** requirement shall be imposed, which shall commence at the beginning of the school year except for those in Grade 7 and Grade 11. This provision shall also apply to Filipino student-athletes from other countries enrolling in a school in the Philippines.
 - ii. **For individual event** – Transferees from one school to another school within the Division or transferees from one Division to another Division within the same Region, are allowed to participate in the *Palarong Pambansa*, *provided*, they have participated in the lower meets, (School, District, Division, Regional);

- iii. **For team events** (Basketball, Baseball, Futsal, Sepak Takraw, Volleyball, Softball and Football) – A student-athlete who transferred from one school within the Division or Region, shall be allowed to participate in the School, Division, Regional Meet and *Palarong Pambansa*, *provided* his/her transfer was made before the conduct of the school intramural.
- d. For student-athletes in the **elementary level**, the athlete must have been **born on or after January 1, 2011**. For *Palarong Pambansa 2025*, elementary student-athletes must have been born on or after January 1, 2012; for 2026, on or after January 1, 2013; and so on and so forth for the succeeding years.

For those in the **secondary level**, the athlete must have been **born on or after January 1, 2006**. For *Palarong Pambansa 2025*, secondary student-athletes must have been born on or after January 1, 2007; for 2026, on or after January 1, 2008; and so on and so forth for the succeeding years.

Athletes born before said date shall be immediately disqualified from the School, Division, Regional Meet, and in the *Palarong Pambansa*.

- e. **Filipino athletes enrolled in Philippine School Overseas (PSOs)** may be allowed to participate in the *Palarong Pambansa* (National Palaro) without playing in the Division and Regional Meets, provided that the athlete:
 - i. Shall compete only in the individual sport;
 - ii. Shall meet the other requirements for qualification and accreditation;
 - iii. Shall meet the qualifying standards in the individual sports where they are playing; and
 - iv. Shall shoulder their expenses.

For purposes of representation, they shall be playing under the banner of Philippine School Overseas (PSOs).

Section 7. Grounds for Disqualification – Unless otherwise provided by the Board, the following athletes shall be disqualified or shall not be allowed to play in the *Palarong Pambansa*, Regional, Division, or other lower meets:

- a. Athletes who have been declared over age;
- b. Elementary athletes with 3rd molar tooth;
- c. For the Division and lower meets, athletes with three or more failing grades in any learning areas in the First Grading Period. For the Regional Meet and *Palarong Pambansa*, athletes with failing grades in three or more learning areas in the second grading period.

Provided that in the case of Grades 11 to 12, athletes with three or more failing grades in any learning areas in the First Semester shall be disqualified.

- d. Athletes who become, have been, or are currently members of the National Team, National Training Pool, or National Developmental Pool and who received or are receiving monthly stipend and/or allowance from the Philippine Sports Commission (PSC) or played in the SEA Games, Asian Youth Games, Asian Games and/or Olympic Games: *Provided*, however, that those athletes who played in other foreign invitational competitions shall not be disqualified to play in the *Palarong Pambansa*: *Provided, further*, that athletes participating in one sports discipline as members of the National Team, National Training Pool, or National Developmental Pool and who received or are receiving monthly stipend and/or allowance from the Philippine Sports Commission (PSC) or played in the SEA Games, Asian Youth Games, Asian Games and/or Olympic Games shall not be disqualified to play in the *Palarong Pambansa* and other lower meets in a sports discipline other than the sport wherein the athlete participated in as a member of the above-mentioned team or pools;
- e. Athletes who fail to submit the required documents, physically appear during the screening and interview, and play in the Regional, Division, and lower meets, unless his/her failure to appear is justifiable or due to a fortuitous event beyond his/her control;
- f. Athletes banned during the previous *Palarong Pambansa* or disqualified during the preceding lower meets; and
- g. Other grounds include but are not limited to falsification of documents, misrepresentation, and use of prohibited drugs.

Section 8. Documentary Requirements. The following are the required documents to be submitted by athletes who intend to participate in the *Palarong Pambansa* and other lower meets:

- a. Athlete's Record (AR) signed by the athlete, coach, and authorized Division Sports Officer and/or Coordinator;
- b. Original Copy of Philippine Statistic Authority (PSA)/National Statistics Office (NSO) Birth Certificate. Late registration of the Birth Certificate of an athlete shall be accepted, *provided* the Birth Certificate is registered one (1) year before the current *Palarong Pambansa*;
- c. In the case of foreign-born Filipino athletes, in lieu of an NSO/PSA Birth Certificate, the Original Birth Certificate issued by the country where he/she was born and a valid passport or a document issued by the Bureau of Immigration or Department of Foreign Affairs showing his or her Filipino nationality.

The age eligibilities are subject to the specific technical rules of each sports discipline.

- d. Certified true copy from original or computer printed of Learner's Permanent Academic Record or SF 10 (Form 137) with entries of Learner

Reference Number (LRN) duly signed by the Teacher-Adviser and Registrar or School Heads.

- e. Certificate of Enrolment and Attendance duly signed by the School Registrar or School Head:
 - i. For Grades 1 to 10, a Certificate of Attendance and Completion stating that the athlete had attended and completed the Curriculum Year.
 - ii. For Grades 11 and 12, a Certificate of Completion issued by the school where the athlete was enrolled in the 2nd Semester, stating that the athlete had attended and completed the Curriculum Year. The foregoing requirements apply to *Palarong Pambansa*.
- f. Parental Consent
 - i. **Combative sports, including gymnastics** – Parental Consent signed, generally, by both parents duly verified by the school head where the athlete is enrolled.
 - 1. In case one or both parent/s is /are residing in a place other than the athlete's residence, signed parental consent from both parents must be submitted and verified by the school head where the athlete is enrolled. Copy of the signed parent consent of both parents may be in electronic form (i.e., sent to the school head or coach through email or other electronic means.)
 - 2. In case of solo parent and/or where one parent is deceased, *de facto* separation, legal separation, annulment of marriage, or declaration of nullity of marriage of parents, the consent of the parent with actual care and custody of the athlete duly verified by the school head where the athlete is enrolled.
 - ii. **Non-combative sports** – Parental consent of at least one parent duly verified by the school head where the athlete is enrolled.
 - 1. In case one or both parent/s is/are residing in a place other than the athlete's residence, signed parental consent from one parent must 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.)
 - 2. In case of solo parent and/or where one parent is deceased, *de facto* separation, legal separation, annulment of marriage, or declaration of nullity of marriage of parents, the consent of the parent with actual care and custody of the athlete duly verified by the school head where the athlete is enrolled.
 - iii. If the athlete is orphaned, has no known parents, or any other similar circumstances, the caregiver and custodian shall execute a

Notarized Affidavit of Actual Care and Custody in lieu of the Parent's Consent.

- g. **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.
- h. **Dental certificate** with a universal entry issued within six (6) months before each level of competition is opened. 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, No Dental Certificate is required.

- i. **PasSport of the student-athlete.** A PasSport is an official document certifying the athlete's identity and entitling him/her to participate in the Division and Regional Meets and the *Palarong Pambansa*.

The first data page of the PasSport shall contain the athlete's personal information such as his/her photograph, full name, signature, date of birth, gender, LRN, and QR Code that provides access to his/her athletic records. It shall also contain the school head's signature.

The other data page shall contain the matrix of documentary requirements.

On the other hand, the approval page shall show the athlete's sports event, his/her coach, the year of the Meet/*Palarong Pambansa*, his/her eligibility or ineligibility as certified by a DSAC/RSAC/NSAC Member, whoever is applicable.

RULE IV

Section 9. Qualifications and Documentary Requirements for Coach and Assistant Coach - Any school (private or public) personnel may be allowed/designated as a coach or assistant coach, provided he/she meets and submits the following documentary requirements:

- a. He/she must be a Filipino citizen;
- b. Certificate of relevant sports training of twenty-four (24) hours for non-combative sports and forty (40) hours for combative sports/ gymnastics;
- c. Certificate of relevant experience of one (1) year for non-combative sports and two (2) years for combative sports/ gymnastics;
- d. Coach Track Record of participation in the division and regional meet;
- e. Educational or professional attainment of at least 2nd-year college, preferably sports-related course;
- f. Certificate of Membership in any relevant sports association; OR

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

- g. Medical Records (Medical Certificate of Fitness);
- h. Employment/Appointment Paper or duly Notarized Contract of Service that shows at least six (6) months of employment/engagement in the public or private school before the Division meets; and
- i. Omnibus Affidavit.
- j. In the case of coaches and assistant coaches of the National Academy Sports (NAS), items a to h shall be complied with, and in lieu of item j, Section 9 of this guidelines, an authorization from NAS shall be submitted.

Section 10. Qualification and Documentary Requirement for Chaperone (Certificate or any documents): a chaperone may be designated to accompany the athlete provided she meets the qualifications and submits the following documents duly issued by competent authorities, showing the following:

- a. Competence, integrity, capability, and relation to a school (i.e., Employment/ Appointment or Contract of Service showing at least six (6) months of employment/engagement in the public school or private school before the Division meets;
- b. Commitment that SHE will nurture female athletes only and shall not coach the athletes;
- c. Physically fit; for this purpose, a medical certificate is required;
- d. Other eligibility that the *Palaro* Board may require.

RULE V

Section 11. Special Cases regarding discrepancies in the Livebirth of the athlete

- a. In case of discrepancy in the date of birth indicated in the PSA/NSO Birth Certificate and SF 10 (Form 137), the date of birth indicated in the PSA/NSO Birth Certificate shall prevail. As a remedy, the following additional requirements shall be submitted:
 - i. Certificate of Live Birth issued by the Local Civil Registrar (LCR);
 - ii. Joint Affidavit of two (2) disinterested persons attesting to the true date of birth of the athlete;
 - iii. Resolution issued by the Head of the Delegation correcting the discrepancy in the SF 10 (Form 137).
- b. In case of discrepancy in the name indicated in the PSA/NSO Birth Certificate and SF 10 (Form 137), the name indicated in the PSA/NSO Birth Certificate shall prevail. As a remedy, the following additional requirements shall be submitted:
 - i. Certificate of Live Birth issued by the LCR;

- ii. Joint Affidavit of two (2) disinterested persons attesting to the true name of the athlete;
 - iii. Resolution issued by the Head of the Delegation correcting the discrepancy in the SF 10 (Form 137).
- c. In case the first or last name is not found at the portion of the first or last name entered in the PSA/NSO Birth Certificate but indicated in the box below of said portion, the following additional requirements shall be submitted:
- i. Certificate of Live Birth issued by the LCR;
 - ii. Copy of the application/petition duly received by the LCR (supplemental report to the LCR/Court);
 - iii. Affidavit of the parents, attesting to the true first or last name of the athlete;
 - iv. Joint Affidavit of two (2) disinterested persons attesting to the true first or last name of the athlete;
 - v. Resolution issued by the Head of the Delegation attesting the athlete's true first or last name as shown in the foregoing records.
- d. In case an illegitimate child (athlete) uses the surname of his / her father as indicated in the SF 10 (Form 137), the following additional requirement shall be submitted:
- i. PSA/NSO Birth Certificate with the second page showing acknowledgment by the father or a notarized acknowledgment signed by the father.
- e. In case of unreadable entries in the PSA/NSO Birth Certificate, the following additional requirements shall be submitted:
- i. Certificate of Live Birth issued by the LCR;
 - ii. Affidavit of the parents, attesting to the true and correct entries;
 - iii. Joint Affidavit of two (2) disinterested persons attesting to the true entries;
 - iv. Resolution issued by the Head of the Delegation attesting the true and correct entries as shown in the foregoing records.
- f. In case the biological sex/gender of the athlete is not indicated in the PSA/NSO Birth Certificate, the following additional requirements shall be submitted:
- i. Certificate of Live Birth issued by the LCR;
 - ii. Affidavit of the parents, attesting to the true and correct biological sex of the athlete;
 - iii. Certification issued by the NSAC Medical Team attesting to the true and correct biological sex of the athlete after conducting a physical examination.

The above-mentioned Resolutions or Certification issued by the Head of Delegations or the NSAC shall be for purposes of *Palaro* only.

RULE VI

Section 12. Period of Screening, Interview, and Evaluation – Screening of athletes for the *Palarong Pambansa* may be conducted after the Regional Meet or within seven (7) days before the *Palarong Pambansa*. The screening and evaluation of documents of the athletes, coaches, assistant coaches, and chaperones may be conducted during the Regional Meet, or at the venue of the *Palarong Pambansa*.

For this purpose, the Head of the Delegations shall submit the following to the NSAC within fifteen (15) days after their Regional Meet, *viz*:

- a. A letter request indicating the schedule of the interview, screening, and evaluations of documents of the athletes, coaches, assistant coaches, and chaperones;
- b. Master list and photo galleries (soft and hard copies) of athletes coaches, assistant coaches, and chaperones; and
- c. A certification stating that: "They had screened and evaluated the athletes, coaches, assistant coaches and chaperones of the subject regional athletic delegation and shall certify that the attached documents are true, complete and correct to the best of their knowledge and belief, and they understand that any false information given, or any true information withheld from said documents may provide grounds for administrative disciplinary action.

The NSAC shall consolidate and finalize the Official Master List of qualified and accredited athletes, coaches, assistant coaches, and chaperones and submit the same to the *Palaro* Board at least two (2) days before the opening of the *Palarong Pambansa*.

Section 13. Posting of Master List to Websites

The master lists of the athletes, coaches, assistant coaches, and chaperones shall be posted on the DepEd website or any available website upon submission by the delegation concerned. The published master lists shall be the basis for the filing and/or receiving complaints or protests, if any, within the period prescribed therein.

The Public Affairs Service - Communications Division of this Department shall facilitate the immediate posting on the DepEd website or to any available website of the submitted master lists of athletes, coaches, assistant coaches, and chaperones upon receipt of the said master lists and galleries subject to the provision of Data Privacy Act.

Section 14. Protest on Eligibility and Appeals on Disqualification

- a. Complaints or protests shall be in writing duly signed by the coach and the Head of the Delegation and filed before the NSAC within three (3) days from publishing the master list of qualified athletes in the DepEd Websites. The complaint or protest shall be resolved within three (3) days from receipt hereof;
- b. Complaint/Protest shall be accompanied by affidavit/s of witnesses and/or pieces of evidence in support thereof;

- c. Protests that do not comply with (a) and (b) hereof shall not be given due course;
- d. The decision on the complaint or protest shall be appealable to the Board within two (2) days from the issuance of the decision, and the Board shall resolve the appeal within two (2) days from receipt of the appeal. The decision of the Board shall be final and executory.

Section 15. Replacement of athletes, Coaches, and chaperones:

Replacement of athletes may be allowed based on meritorious grounds two (2) days before the *Palarong Pambansa*, subject to eligibility and documentary requirements.

Replacements particularly in team sports shall be drawn from registered alternates that emanate from the same school team to which the replaced athlete belongs.

Section 16. Fielding of the NSAC members to the Palaro Venue

The NSAC members shall be at the *Palaro* venue within five (5) days before the schedule of the opening of the *Palarong Pambansa* to continue the performance of their duties and responsibilities and during the period of the *Palaro* events to re-check and monitor the athletes, coaches, assistant coaches, and chaperones fielded during the games by the delegations.

Section 17. Sanctions against Athletes, Technical Officials, and Other Individuals involved – Unless otherwise provided for by the Board, the following sanctions shall be imposed against the athletes, coaches, chaperones and team of the Region who will violate the rules on eligibility:

- a. In team competitions, the games where the ineligible and/or disqualified athlete has taken part shall be declared forfeited in favor of the opposing team;
- b. In individual competitions, the games where the ineligible and/or disqualified athlete played shall be forfeited in favor of the opposing athlete;
- c. Individuals who violate the rules on eligibility may be suspended or banned from participating in future sports competitions, depending on the gravity of the offense;
- d. These sanctions shall be without prejudice to the filing of appropriate administrative and/or criminal charges against the erring officials and/or athletes in accordance with existing laws, rules, and regulations.

Section 18. Repealing Clause – All DepEd issuances regarding the eligibility of athletes, coaches, assistant coaches, and chaperones or part thereof which are inconsistent with these Guidelines are hereby repealed, amended, or modified accordingly.

Section 19. Effectivity. These Guidelines shall take effect upon issuance of the DepEd Memorandum.

BY AUTHORITY OF THE PALARO BOARD:

FRANCIS CESAR B. BRINGAS
Assistant Secretary for Operations
Secretary-General, *Palarong Pambansa*

GUIDELINES ON THE HEALTH AND SAFETY PROTOCOLS, LEARNER RIGHTS AND PROTECTION, AND DISASTER RISK REDUCTION MANAGEMENT RELATIVE TO THE CONDUCT OF 2023 PALARONG PAMBANSA

I. HEALTH AND SAFETY PROTOCOLS

The DepEd Order No. 39, series 2022, titled "Health and Safety Protocols in Light of the COVID 19 Pandemic" provides guidance on ensuring health, safety and well-being of learners and DepEd personnel as it applies to school sports activities including competitions.

A. PRE-COMPETITION

1. The billeting schools and playing venues must conform with the standards required by the IATF and DOH as stipulated in DepEd Order 39, s. 2022 even prior the arrival of the delegation
2. A designated isolation area must be identified in case the delegate manifests any sign or symptom of COVID-19 or any communicable disease.
3. Likewise, coordination with the DOH or host City Health must be done to ensure the availability of health personnel and seek the support of and partner with mental health associations in their respective areas, if possible, to assist in ensuring the mental wellness of the entire delegation.
4. Each delegation is responsible for ensuring sanitation in their respective billeting school/ s including the provision and sterilization of kitchen utensils.
5. Host City shall ensure 24/7 availability of medical provision.
6. Submission of documentary health requirements such as a medical certificate issued by a government medical practitioner is a must as a health-protocol and requirement for eligibility.

B. AT THE BILLETING AREA

1. The delegation is responsible to report any signs and symptoms of COVID-19 to COVID Management Team/ Medical Team.
2. Athletes and officials who exhibit symptoms of COVID-19 shall be immediately placed in an isolation area while preparing for their transport to the appropriate facility
3. All delegates shall follow the existing approved protocols of the billeting schools which must be explained by the assigned health personnel once the delegation arrives.
4. All delegates are highly encouraged to wear face masks.
5. Physical distancing shall be observed whenever possible.
6. Classroom doors and windows of the billeting quarters shall be open for ventilation.
7. The delegates are strictly prohibited from eating together while facing one another. If there is a lack of space in the room or school premises to allow distancing during meals, eating shall be done in a manner where all individuals face in one direction and do not talk while their masks are off.
8. Standard classroom shall accommodate not more than or less than 80% capacity to avoid congestion. (DepEd Order 34, s. 2022)
9. Strictly observe the National and Local IATF and DOH guidelines.

C. DURING COMPETITION

1. All sports competitions shall adopt sports-specific safety protocols prescribed by their respective international federations.
2. Check the temperature and perform safe-entry check-in before the game.
3. Any member of the delegation who exhibits flu-like symptoms, such as fever, cough, sore throat, runny or stuffy nose, muscle or body malaise and chills, headaches, or loss of smell and taste, will not be permitted to interact with other members of the delegation.
4. In light of the issuance of Executive Order No. 7, s. 2022 "Allowing voluntary wearing of face masks in indoor and outdoor settings, reiterating the continued implementation of minimum public health standards during the state of public health emergency related to the COVID 19 pandemic", and the issuance of DO No. 48, s. 2022 otherwise known as "Implementing Executive Order No. 07, s. 2022 and Amending DepEd Order No. 039, s. 2022" ,both delegates and spectators are still encouraged to wear their face masks throughout the entire duration of the activity, except when eating or drinking.
5. Physical distancing shall be observed whenever possible. Limited interactions between and among spectators, delegates, and officials shall also be observed.
6. Disinfect th playing venues including sports equipment after the game.
7. Availability of alcohol dispensers on entrances, exits, dug outs, and comfort rooms.

D. POST COMPETITION

Host Division and the delegation team shall provide assistance to the athletes with covid infection/ covid-like symptoms and other medical issues particularly when the member of the delegation is hospitalized and advised by the medical practitioner if not fit to travel.

II. LEARNER RIGHTS AND PROTECTION POLICY

The Department of Education (DepEd), the Palarong Pambansa Secretariat, and through the Learner Rights and Protection Office, ensure that all sports events and playing venues are conduciv and that the best interest of the athletes shall be the paramount consideration in all decisions and actions involving them. To provide special protection to student-athletes who are gravely threatened or endangered by circumstances, the DepEd Child Protection Policy (DepEd Order 40, s. 2012) shall be fully adopted before, during, and after sporting events. Yet, the participatory rights of the studentathlete in the implementation of this policy and in all proceedings affecting them, whether they be victims or aggressors, either directly, or through a representative, is greatly recognized.

The Palarong Pambansa 2023 shall be in accordance with the safeguarding guidelines in order to minimize risk, guarantee safe space, and ensure positive experience for all delegates, organizers, and others who are involved in the event. Further, through the safeguarding guidelines, appropriate preventive, protective, and remedial measures will be properly implemented.

Accordingly, the DepEd and Palarong Pambansa secretariat reiterates the zero-tolerance policy for any act of child abuse, exploitation, violence, discrimination, bullying, and other forms of abus . Hence, a Child Protection Desk shall be fully operationalized through the Child Protection Committee (CPC) in all playing venues and billeting quarters.

1. Duties and Responsibilities of Coaches, Trainers, Chaperons/ Guardians

- a. Exercise parental authority and responsibility over the child while under their supervision, instruction, and custody. Authority and responsibility shall apply to all authorized activities whether inside or outside the premises of sporting events and venues.
- b. Keep them in their company and support, educate and instruct them by right precept and good example.
- c. Give them support, advice and counsel, companionship and understanding.
- d. Enhance, protect, preserve, and keep them physically and mentally healthy at all times.
- e. Protect them from bad company and prevent them from acquiring habits detrimental to their health, studies, and morals.
- f. Represent them in all matters affecting their interests.
- g. Inculcate the value of respect and obedience.
- h. Practice positive and non-violent discipline, as may be required under the circumstances; provided, that in no case shall corporal punishment be inflicted upon them.
- i. Report child abuse incidents to the designated child protection focal person.
- j. Perform such other duties as are imposed by law upon them, as substitute parents or guardians.

2. Duties and Responsibilities of Student-Athletes

They shall Comply with the Palarong Pambansa regulations, as long as they are in harmony with their best interests, and shall refrain from:

- a. Engaging in discrimination, or leading a group of student-athletes, to discriminate another, with reference to one's physical appearance, weaknesses and status of any sort.
- b. Doing any act that is inappropriate or sexually provocative.
- c. Participating in behavior of other student-athletes that is illegal, unsafe or abusive such as but not limited to vulgar language, inciting malicious acts, catcalling or "paninipol"
- d. Marking or damaging school/billeting quarter property and in sports venues.
- e. Engaging in fights or any aggressive behavior.
- f. Bringing into the Palarong Pambansa premises or otherwise possessing prohibited articles, such as deadly weapons, drugs, alcohol, toxic and noxious substances, cigarettes, and pornographic materials.
- g. Performing other similar acts that cause damage or injury to another.

3. Safe Interactions Before, During, and After the Palarong Pambansa 2023 event

3.1 Everyone shall ensure that respectful, non-violent, and nonsexualized interactions are done during the event. This applies to:

- a. adult delegates to learner athletes;
- b. adult delegates to fellow adult delegates;
- c. learner athletes to fellow learner athletes; and
- d. learner athletes to adult delegates.

3.2. Adult delegates are highly required to observe the following:

- a. They should not share a room with the learner athletes except for authorized chaperons.
- b. They should not engage in any form of inappropriate touching of the learner athletes.
- c. They should not make sexually suggestive comments to a learner athlete, even in fun.
- d. They should not allow allegations made by a learner athlete to go unchallenged, unrecorded, or not acted upon.
- e. They should maintain a safe and appropriate distance with the learner athletes.
- f. They should ensure appropriate company with a learner athlete while in a car or other vehicle.

g. They should obtain written parental or official consent as necessary relative to the need to transport learner athletes.

3.3 As to the child participants, the following shall be strictly observed:

a. If they receive a friend request or social media message from an adult delegate (either from the same delegation or from other delegations), they are not obliged to accept or respond. They should tell their parents/guardians and/or their coaches/ chaperons about it.

b. They should always wear the PP identification cards.

c. They should use proper language when talking with other learner athletes and adult delegates.

d. They should never talk to other learner athletes and adult delegates privately and in secluded areas.

3.4 All officials and the entire delegations shall also adhere strictly to the safe and unsafe touches in sports, to ensure safe, confident, and dignified practice when using appropriate and necessary touch/es. Thus, the following important reminders are reiterated for safe physical interactions:

a. Safe touches are only done in the non-private parts of the body such as handshaking, high five or bump fists from a coach/teammate, pat on the back/ shoulder, supervised public massage for injured athletes, spotting during training exercises.

b. Safe touches should be merely for reasons of affirmation, reassurance, cohesion/bonding, pump-up and focus, instruction, safety, and sports-specific rituals.

c. Unsafe, confusing or uncomfortable touches which are done either in the non-private or private parts of the body are strictly not allowed.

d. Unwanted touches that might be safe but that a student-athlete does not want from that person or at that moment are also not allowed.

e. Student-athletes are strongly encouraged to talk, call or text, or approach the Palarong Pambansa Child Protection Team for any concerns of bullying or any forms of abuse.

4. Reporting Safeguarding Concerns

Adhering to the four Rs for Child Protection Policy - Recognition of the incident, Recording, Reporting, and Referral Mechanism, the following shall be communicated to the learner athletes:

a. If the learner athlete wishes to report a child protection concern while the PP is ongoing, he or she may approach any Child Protection Help Desk per delegation or through the host RO and SDO personnel.

b. If a learner athlete experiences distress or any protection concern during the PP, he/ she may approach designated guidance counsellors in their billeting quarters.

5. Composition of Palarong Pambansa Child Protection Team and Across Governance Levels

Chairperson:

Co-chairperson:

Members:

Helpline Number/s:

III. DISASTER RISK REDUCTION MANAGEMENT (DRRM)

1. The Palarong Pambansa Host shall prepare a comprehensive and contingency DRRM Plan in the duration of the Palarong Pambansa.

a. billeting schools

b. playing Venues

c. and other facilities during the conduct of Palarong Pambansa

2. Identify the dates for the conduct of earthquake drill orientation seminar and its implementation to item La, l.b. and l.c.
3. Implement the existing D.O. # 37 s. 2022, entitled, "New Guidelines on the Cancellation or Suspension of Classes and Work in Schools in the Event of Natural Disasters, Power Outages / Power Interruptions and Other Calamities".
4. All other concerns related to DRRM shall be implemented.