



Republic of the Philippines
Department of Education
REGION VII-CENTRAL VISAYAS
Schools Division of Bohol



Office of the Schools Division
Superintendent

January 27, 2025

DIVISION MEMORANDUM

No **060** , s. 2025

**2025 SKILLS UPGRADING AND ACCREDITATION OF SPORTS COACHES
AND TECHNICAL OFFICIALS**

To: Assistant Schools Division Superintendents
Chief Curriculum and Implementation Division
Chief Schools Governance Operation Division
Education Program Supervisors
Division Sports Coordinator
Public Schools District Supervisors/ Acting PSDS
Public Elementary and Secondary School Heads.

1. SDO Bohol will be holding Sports Coaches and Technical Officials Accreditation to upgrade the knowledge and skills of all sports enthusiasts in managing/handling different sports activities and as part of the Palarong Pambansa guidelines Section 9 Qualification and Documentary Requirements of twenty-four (24) hours for non-combative sports and forty (40) hours for combative sports is required for coaches and assistant coaches.
2. In this regard, this office announces to conduct an accreditation training of coaches and technical officials on February 7-9, 15-16, 2025 for combative sports and February 7-9, 2025, for the first batch and February 14-16, 2025, for the second batch of non-combative sports at BPSTE building, Tamblot St., Tagbilaran City.
3. This training aims to:
 - Upgrade the knowledge and skills of coaches and technical officials in preparation for participation to the CVIRAA 2024
 - Accredite DepEd Bohol Sports Coaches and Technical Officials to meet the qualification standard.
4. Participants of said activity are the winning coaches and assistant coaches to represent the 2025 CVIRAA Meet and technical officials duly recommended by the PSDSs of each District preferably from Congressional District 1 and Congressional District 3.
5. A registration of six hundred pesos (P600.00) per day will be collected from each participant to cover two meals (2) (breakfast and lunch) and two (2) snacks. This is a live-out training activity and all participants are required to bring and submit medical certificate, appropriate training attire and necessary materials/tools/equipment (ex: laptop, whistle, sanction cards and others)
6. Expenses incurred by the Training Management Team such as meals, snacks and

accommodation shall be charged to the Provincial Special Education Fund (SEF) while traveling and incidental expenses shall be charged to the School MOOE/Local Funds. Expenses incurred by the participants, such as board and lodging, meals, snacks, travel and other incidental expenses shall be charged to School MOOE/local funds subject to usual accounting and auditing roles and regulations.

7. Teaching and non-teaching personnel shall be entitled to service credits subject to the existing guidelines on the grant of service credits and compensatory overtime credits as stipulated in DepEd Order no. 13, s.2024.
8. This memorandum will serve as Travel Order.
9. Immediate dissemination of this Memorandum is highly appreciated.


FAY C. LUAREZ EdD, PhD TM, CESO VI
Schools Division Superintendent 