



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

September 13, 2024

To: Public Schools District Supervisors/ Principals-In-Charge of the District
Heads of Private Elementary/Integrated/Secondary Schools
All Others Concerned

Sirs/Mesdames:

Greetings!

This is to inform the field that there will be a **meeting of the Division Screening and Accreditation Committee (DSAC)** on September 21, 2024, at 9:00 AM at ASJ Hall, Old Division Office, Kalibo, Aklan.

Participants in this activity are the Division Screening and Accreditation Committee (DSAC), the District Sports Coordinator, 1 non-teaching personnel (AdAs/AO) from the District who will help in the preparation and/or checking of the documents of the athletes, coaches, and chaperons.

This activity aims to:

1. orient the participants with the various forms needed for the screening and accreditation of athletes, coaches, and chaperons for the 2025 Provincial Athletic Meet;
2. revisit the functions of the DSAC in coordination with the District Sports Coordinators;
3. present the timetable of the DSAC for the 2025 Provincial Athletic Meet; and
4. discuss the bottlenecks encountered in the operation of the DSAC.

Compensatory time off (CTO) shall be given as applicable to those involved in the activity as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No 2, s. 2004 or Non-Monetary Remuneration for Overtime Service Rendered.

Travel, incidental, and other related expenses of the participants shall be charged to available local funds/school MOOE subject to usual government accounting and auditing rules and regulations.

For your information and appropriate action.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

RAMON D. PARAS, JR. EdD

*Officer-In-Charge, office of the
Assistant Schools Division Superintendent
In-charge of the Division*

DIVISION LETTER

No. 050, s. 2024

CIU



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