



Republic of the Philippines
Department of Education

15 MAR 2018

DepEd MEMORANDUM
No. **049** s. 2018

**CONSTITUTION OF THE NATIONAL SCREENING AND ACCREDITATION
COMMITTEE FOR THE 2018 PALARONG PAMBANSA**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd) issues the enclosed *Palarong Pambansa* Memorandum No. 03 entitled **Constitution of the National Screening and Accreditation Committee (NSAC) for the 2018 Palarong Pambansa** signed by Undersecretary Tonisito M.C. Umali Esq., *Palarong Pambansa* Secretary General. This is in line with the staging of the 2018 *Palarong Pambansa* from April 15 to 21, 2018 in the province of Ilocos Sur.
2. For more information, contact either **Dr. Paulo O. Motita**, Senior Education Program Specialist, or **Mr. Lemuel C. Valles**, Project Development Officer III, Bureau of Learner Support Services-School Sports Division (BLSS-SSD), 3rd Floor, Mabini Building, Department of Education (DepEd) Central Office, DepEd Complex, Meralco Avenue, Pasig City at telephone no. (02) 632-0260, or email at blss.ssd@deped.gov.ph
3. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary

Encl: As stated
Reference: DepEd Memorandum No. 156, s. 2016
To be indicated in the Perpetual Index
under the following subjects:

ACCREDITATION
ATHLETICS
COMMITTEES
OFFICIALS
RULES AND REGULATIONS
SPORTS

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Republic of the Philippines
Department of Education
PALARONG PAMBANSA BOARD
School Sports Division

3/F Mabini Bldg. DepEd Complex, Meralco Avenue, Pasig City



Office of the Secretary General

PALARONG PAMBANSA MEMORANDUM

No. 3, s. 2018

**CONSTITUTION OF THE NATIONAL SCREENING AND ACCREDITATION
COMMITTEE (NSAC) FOR THE 2018 PALARONG PAMBANSA**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Secretary, ARMM
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary Schools Heads
All Others Concerned

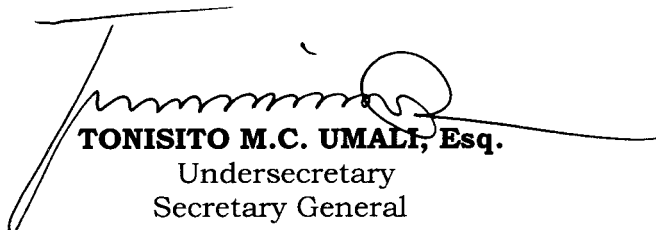
1. The Department of Education (DepEd), through the *Palaro* Board, shall constitute the **National Screening and Accreditation Committee (NSAC) for the 2018 Palarong Pambansa** pursuant to Section 13, Article 5 of Republic Act (RA) No. 10588, otherwise known as the *Palarong Pambansa Act of 2013*, and Section 18 (b) of DepEd Order No. 43, s. 2016 entitled *Implementing Rules and Regulations of Republic Act No. 10588 or the Palarong Pambansa Act of 2013* (IRR of RA 10588).
2. Item No. 2, Section 18 (a) and (b) of the IRR of RA 10588 provides that the NSAC shall evaluate and verify the authenticity of the documents submitted by the athletes, coaches, and chaperones applying for accreditation, and shall accredit and submit a masterlist of the qualified applicants to the Board at least two months before the *Palarong Pambansa*.
3. Section 18 (e) of the IRR of RA 10588 also provides that the NSAC has the duty to monitor the conduct of the screening and accreditation of athletes, coaches, assistant coaches, and chaperones during the Division and Regional *Palaro*.
4. In this connection and by authority of the *Palaro* Board, the NSAC is hereby constituted to monitor the conduct of screening and accreditation of athletes, coaches, assistant coaches, and chaperones during the Division and Regional *Palaro*, and screen and accredit the athletes, coaches, assistant coaches, and chaperones submitted by the 17 Regional Athletic Delegations for the *Palarong Pambansa*.

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5. Enclosed are the following for ready reference:

Enclosure No. 1 – List of the Members of the NSAC;
Enclosure No. 2 – Guidelines and Procedures for the
Conduct of the Screening and Accreditation; and
Enclosure No. 3 – Schedule for the Screening and Accreditation.

6. Immediate dissemination of this Memorandum if desired.



TONISITO M.C. UMALI, Esq.
Undersecretary
Secretary General

**LIST OF THE MEMBERS OF THE 2018 PALARONG PAMBANSA
NATIONAL SCREENING AND ACCREDITATION COMMITTEE**

SCREENING AND ACCREDITATION

Central Office Representatives

ATTY. CORNELIO A. PACALA - Chairman	Central Office
ATTY. MELANIE L. BERNARDO	Central Office
ANNALIZA T. ARAOJO, DMD	Region IV-A
RAINERIO U. REYES, MD	Cavite Province Division
RENE S. SURIO, DMD	Northern Samar Division

17 Regional Athletic Associations/Delegations Representatives

ATTY. RHEA CARBONELL	Region I
DENIS M. AGBAYANI	Region II
EMERITO C. NICDAO	Region III
ATTY. JOCELYN B. BUCLIG	Region IV-A
JEANETTE V. MARTINEZ	Region IV-B
MA. ROSALINA VIVIEN MANINANG, DMD	Region V
ATTY. ALBERTO L. VERDILLO	Region VI
ADELINE C. LUAREZ	Region VII
RUBEN E. PAYLADO	Region VIII
SHEILA ROSE B. APIAG	Region IX
ROGELIO C. EVANGELISTA	Region X
GEORGE N. WONG	Region XI
ATTY. NELYN B. FRINAL	Region XII
DEMOSTHENES J. QUINAL	CARAGA
CRESENCIO Y. GAMAY	CAR
ARNEL L. AGANG	ARMM
BUDDY ARCANGEL	NCR

NSAC SECRETARIAT

JEREMIAH D. GUMBOC - Chairman	Central Office
JOEL M. FAUSTINO	Central Office
LORETO P. VIRGO, JR.	Central Office
ALLAN M. MALING	Central Office
CALUMPIANO I. MATEO, JR.	Central office
DANTE L. RAPOSA, JR.	Central Office

**GUIDELINES AND PROCEDURE IN THE SCREENING AND
ACCREDITATION OF ATHLETES, COACHES AND CHAPERONES**

I. *Composition*

In accordance with Section 17 (a) of DepEd Order No. 43, s. 2016, and for the effective implementation of said DepEd Order, the National Screening and Accreditation Committee (NSAC) shall be composed of the lists provided in Enclosure No. 1 to *Palarong Pambansa* No. 3, s. 2018.

II. *Duties and Responsibilities*

The representatives from each Regional Athletic Association/Delegation (RAA/D) in the NSAC shall conduct the screening of athletes, coaches and chaperones in their respective regions. They shall be assisted by the members of the RSAC of the regions concerned, and by the other NSAC members, upon request in writing by the Regional Director of the Regional Athletic Association/Delegation or his/her authorized representative.

For expediency and to save government expenses, the NSAC, through its Chairman, shall accredit the screened athletes, coaches, assistant coaches and chaperones.

The NSAC members shall monitor the conduct of the screening and accreditation of the athletes, coaches, assistant coaches and chaperones during the Division and Regional Palaro, and take appellate jurisdiction on decisions rendered by the RSAC.

III. *Rules and Guidelines in the Conduct of Screening and Accreditation*

The rules and guidelines provided in DepEd Order No. 43, s. 2016 and other issuances for the *Palarong Pambansa*, which are not inconsistent with the said DepEd Order, shall be followed for the screening and accreditation of athletes, coaches, assistant coaches and chaperones.

The screening of athletes, coaches, assistant coaches and chaperones for the *Palarong Pambansa* shall be conducted on February 1, 2018 to March 30, 2018. The Head of the Delegation is hereby directed to submit the final date for the Paper evaluation and Screening of his/her athletes, coaches, assistant coaches and chaperones within the abovementioned prescribed period.

The Autonomous Regions in Muslim Mindanao Athletic Association (ARMMAA) may request the screening of their applicants for *Palarong Pambansa* on a later date.

As clarification on the documentary requirements in said DepEd Order No. 43, s. 2016, the following documents should be submitted:

- A. Original National Statistic Office/Philippine Statistic Authority Authenticated Birth Certificate or Birth Certificate issued by foreign country and valid passport or document issued by Bureau

of Immigration or Department of Foreign Affairs showing Filipino citizenship. (In lieu of NSO/PSA Birth Certificate in case of foreign-born Filipino Athletes) showing the following Age Eligibility of Athletes:

1. For elementary athletes, he or she should have been born in 2005 or after.
2. For Secondary athletes, he or she should have been born in 2000 or after.
3. The foregoing age eligibilities are subject to the specific technical rules of each event or game.

B. Certificate of Enrollment and Certificate of Completion of Athletes

1. For Kinder to Grade 10, Certificate of Completion stating that the athlete had attended and completed the Curriculum Year.
2. For Grades 11 and 12, 1st Semester Final Grade must not have 3 or more failing grades in learning areas.
3. For Grades 11 and 12, Certificate of Completion, to be issued by the school where the athlete was enrolled in the 2nd Semester, stating that the athlete had attended and completed the Curriculum Year, which include the 1st and 2nd Semesters of said Curriculum Year.
4. The foregoing requirements applies to Palarong Pambansa.
5. For the lower meets, Kinder to Grade 10 must not have 3 or more failing grades in any learning areas, likewise, Grades 11 and 12, 1st Semester Grades must not have 3 or more failing grades in any learning areas.

C. Certificate or any document(s), duly issued by competent authorities, showing the following eligibility, membership and experience of Assistant Coaches and Coaches:

1. Relevant sports training of twenty-four (24) hours for non-combative sports and forty (40) hours for combative sports/gymnastics.
2. Relevant experience of one (1) year for non-combative sports and two (2) years for combative sports.
3. Track Record of participation, of at least, in a lower meet.
4. Educational and professional background at least 2nd year college, preferably sports related course.
5. Membership of any relevant sports association.
6. License or certifications/accreditation issued by National/International Sports Association, authorized organization or by the DepEd (Division, Region or Central Office)
7. Medical Records (Medical Certificate of fitness)
8. Employment/Appointment Paper or Contract of Service showing at least six (6) months prior to Division Palaro.
9. Other eligibility that may be required by the Palaro Board.

D. Special Cases

1. In case there is a discrepancy in the entry of date of birth between the NSO/PSA Birth Certificate and Form 137, the entry in the NSO/PSA Birth Certificate shall prevail. As a remedy in case of said discrepancy, the following shall be submitted:
 - a) NSO/PSA Birth Certificate;
 - b) Form 137;
 - c) Certificate of Live Birth issued by the Local Civil Registrar (LCR);
 - d) Joint Affidavit of two (2) disinterested persons, attesting to the true date of birth of the athlete;
 - e) Resolution issued by the Head of the Delegation correcting the discrepancy in the Form 137.

2. In case there is a discrepancy in the entry of name between the NSO/PSA Birth Certificate and Form 137, the entry in the NSO/PSA Birth Certificate shall prevail. As a remedy in case of said discrepancy, the following shall be submitted:
 - a) NSO/PSA Birth Certificate;
 - b) Form 137;
 - c) Resolution issued by the Head of the Delegation correcting the discrepancy in the Form 137.

3. In case the first or last name is not found at the portion pertaining to the first or last name in the NSO/NSA Birth Certificate but indicated in the box below of said portion, the following shall be submitted:
 - a) NSO/PSA Birth Certificate;
 - b) Certificate of Live Birth issued by the LCR;
 - c) Copy of the application/petition duly received by the LCR (supplemental report to the LCR/Court);
 - d) Affidavit of the parents, attesting to the true first or last name of the athlete;
 - e) Joint Affidavit of two (2) disinterested persons, attesting to the true first or last name of the athlete;
 - f) Resolution issued by the Head of the Delegation attesting the true first or last name of the athlete as shown in the foregoing records.

4. In case an illegitimate child (athlete) uses the surname of his/her father, the following shall be submitted:
 - a) NSO/PSA Birth Certificate;
 - b) 2nd copy of the NSO/PSA Birth Certificate showing acknowledgement by the father, a duly notarized acknowledgement by the father, or an annotation on the NSO/PSA Birth Certificate of the subsequent marriage of the parents of the athlete.

5. In case of unreadable entries in the NSO/PSA Birth Certificate, the following shall be submitted:

- a) NSO/PSA Birth Certificate;
 - b) Certificate of Live Birth issued by the LCR;
 - c) Affidavit of the parents, attesting to the true and correct entries;
 - d) Joint Affidavit of two (2) disinterested persons, attesting to the true entries;
 - e) Resolution issued by the Head of the Delegation attesting the true and correct entries as shown in the foregoing records.
6. In case the gender of the athlete could not be categorically determined in the NSO/PSA Birth Certificate and by mere visual inspection, the following shall be submitted:
- a) NSO/PSA Birth Certificate;
 - b) Joint Affidavit of two (2) disinterested persons, attesting to the true gender of the athlete;
 - c) Certification issued by the NSAC Medical Team attesting to the true and correct gender of the athlete, after conducting physical examination.

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

- E. Certificate or any document(s), duly issued by competent authorities, showing the following eligibility of Chaperones:
- 1. Competence, integrity, capability, and relation to school (i.e. Employment/Appointment or Contract of Service showing at least six (6) months employment prior to the Division Palaro.
 - 2. Commitment that SHE will nurture female athletes only and not to coach athlete.
 - 3. Other eligibility that may be required by the Palaro Board.

IV. *Submission of the Final Master Lists*

Within three (3) days after the period of screening prescribed in Enclosure No. 3 of this Memorandum, the NSAC members who screened the athletes, coaches, assistant coaches and chaperones of a particular region and the Head of the Delegation shall submit to the NSAC Chair the final master list and picture galleries (soft and hard copies) of the screened athletes coaches, assistant coaches and chaperones, stating in their accompanying letter-recommendation this: *“They had screened and evaluated the athletes, coaches, assistant coaches and chaperones of the subject regional athletic delegation and they 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 final master list shall likewise be certified by the head of the delegation, stating in his/her accompanying letter-recommendation this: *“He/she certifies that the attached documents are true, complete and correct to the best of his/her knowledge and belief, and he/she understands that any false information given or any true information withheld from said documents may provide grounds for administrative disciplinary action”*.

The NSAC Chair shall submit to the Palaro Board the lists of accredited athletes, coaches, assistant coaches and chaperones within the period provided in Enclosure No. 3 to *Palarong Pambansa* Memorandum No. 3, s. 2018.

V. *Posting of the Master List to Websites*

The final master list and picture galleries of the athletes, coaches, assistant coaches and chaperones shall be posted in the DepEd website or any available website upon submission by the delegation concerned. The posted master lists shall likewise be the basis for the filing and/or receiving of complaints or protest, if any, within the period prescribed in Enclosure No. 3 to *Palarong Pambansa* Memorandum No. 3, s. 2018.

The Communication Division of this Department shall facilitate the immediate posting in the DepEd website or to any available website, the submitted master lists and/or photo galleries of athletes, coaches, assistant coaches and chaperones within the period prescribed in Enclosure No. 3 to *Palarong Pambansa* Memorandum No. 3, s. 2018.

VI. *Protest*

The posted master lists shall be the basis for the filing and/or receiving of complaints or protest. The complaints or protest should be filed and resolved within the period prescribed in Enclosure No. 3 to *Palarong Pambansa* Memorandum No. 3, s. 2018.

VII. *Fielding of the NSAC members to the Palaro Venue*

The NSAC members shall be at the Palaro venue within seven (7) days prior to 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 with the proper technical officials the athletes, coaches, assistant coaches and chaperones fielded by the delegations.

VIII. *Travel Authorities and Expenses*

Travel authorities for the conduct of the screening and accreditation shall be issued pursuant to DepEd Order No. 66, s. 2008. Travel and incidental expenses relative thereto is chargeable against local funds, meanwhile, travel and incidental expenses of NSAC representatives of the Central Office and the NSAC Secretariat may be charged to Palaro funds, subject to usual accounting and auditing rules and regulations.

The Undersecretary for Finance and Administration shall expedite and facilitate the downloading or release of the funds for the screening and accreditation.

**SCHEDULE OF SCREENING AND SUBMISSION OF ACCREDITED
ATHLETES, COACHES AND CHAPERONES**

ACTIVITY	PERIOD
Screening of athletes, coaches, assistant coaches and chaperones.	On or before March 30, 2018 ARMMAA may request later date
Deadline for the submission by the NSAC members with their RSAC members and the head of delegation concerned of the final master list and picture galleries (soft and hard copies) of the screened athletes, coaches, assistant coaches and chaperones, to the NSAC Chair.	On or before March 30, 2018
Submission by the NSAC to the Palaro Board of the final master list of the screened and accredited athletes, coaches, assistant coaches and chaperones for the 2018 Palarong Pambansa.	April 10, 2018
Posting of the final master lists and photo galleries submitted by the heads of delegations in the DepEd website or to any available website.	On or before March 30, 2018
Period to file complaint or protest to the NSAC. The NSAC shall resolve the protest within five (5) days from receipt thereof. Decisions of the NSAC shall be executory and appealable to the Palaro Board within five (5) days from receipt thereof by the party adversely affected. Within two (2) days from receipt of the decision on the protest or complaint, the head of delegation shall submit the replacement of his/her disqualified athletes, coaches, assistant coaches and chaperones.	On or before March 30, 2018
Last day of submission of replacement players, coaches and chaperones due to reasons other than illness or fortuitous event.	April 6, 2018
Last day of submission of replacement athletes, coaches, assistant coaches and chaperones due to illness or fortuitous event.	Two (2) days before the Palarong Pambansa. (April 13, 2018)
NSAC shall be at the Palarong Pambansa venue to continue their duties and responsibilities and to re-check and monitor with the proper technical officials the athletes, coaches, assistant coaches and chaperones fielded by the delegations.	Within seven (7) days prior to the schedule of the opening of the Palarong and during the Palarong Pambansa