



Republic of the Philippines  
**Department of Education**

14 AUG 2013

DepEd MEMORANDUM  
 No. **150**, s. 2013

**TRAINING OF TRAINORS, TECHNICAL AND CLASSIFICATION SEMINARS (PHASE III)  
 FOR THE DIFFERENTLY ABLED PERSONS**

To: Bureau Directors  
 Regional Directors  
 Schools Division/City Superintendents  
 Heads, Public and Private Elementary and Secondary Schools

1. The Philippine Sports Association for the Differently Abled-National Paralympic Committee of the Philippines (PHILSPADA-NPC Philippines) under the auspices and authority of the Philippine Sports Commission (PSC) in coordination with the Department of Education (DepEd) through the School Sports Events and Activities Unit (SSEAU) will conduct the **Training of Trainors, Technical and Classification Seminars (Phase III) for the Differently Abled Person** on the following dates and venues with the number of participants per region:

Region	Cluster	Date and Venue	No. of Participants						Medical Classifiers (Doctors/PTs)
			Department of Education			LGU			
			Coaches	Athletes	Total	Coaches	Athletes	Total	
IX	Mindanao	August 30 – September 1, 2013 Cagayan de Oro City	5	10	15	5	10	15	10
X			10	15	25	10	15	25	
XI			5	10	15	5	10	15	
XII			5	10	15	5	10	15	
Caraga			5	10	15	5	10	15	
<b>Total</b>			<b>30</b>	<b>55</b>	<b>85</b>	<b>30</b>	<b>55</b>	<b>85</b>	<b>180</b>
VI	Visayas	September 20-22, 2013 Tacloban City	5	10	15	5	10	15	10
VII			5	10	15	5	10	15	
VIII			15	25	40	40	15	25	
<b>Total</b>			<b>25</b>	<b>45</b>	<b>70</b>	<b>25</b>	<b>45</b>	<b>70</b>	<b>150</b>
I	Luzon	October 11-13, 2013 Baguio City	5	5	10	5	5	10	10
II			5	5	10	5	5	10	
III			5	5	10	5	5	10	
IV-A			5	5	10	5	5	10	
IV-B			5	5	10	5	5	10	
V-Bicol			5	5	10	5	5	10	
NCR			5	5	10	5	5	10	
CAR			10	15	25	10	15	25	
<b>Total</b>			<b>45</b>	<b>50</b>	<b>95</b>	<b>45</b>	<b>50</b>	<b>95</b>	<b>200</b>

2. The Training-Seminar aims to:
- create awareness on the sports program of the differently abled in the local/grassroots and in the national level;
  - organize and train coaches and trainors on the proper system of coaching and training of differently abled athletes;
  - establish a pool of coaches, trainors, technical officials and classifiers who will help differently abled athletes in all levels of competitions;
  - identify outstanding athletes;
  - install correct classification for virtually impaired and orthopedically handicapped athletes; and
  - form a national pool of differently abled athletes, duly recognized by PHILSPADA-NPC Philippines.

3. These activities will have three components:
  - a. Training of the Trainors and Coaches;
  - b. Technical and Classification Seminars; and
  - c. Talent Identification.
4. The participating athletes for the Talent Identification in Athletics, Swimming, Table Tennis, Goalball and Futsal, Boccia are those who are orthopedically handicapped and visually impaired. The training may be used by PHILSPADA-NPC Philippines as basis for the selection of Philippine Team for future international competitions.
5. The DepEd Special Education supervisors, teachers and coaches who served in the recently 2013 *Palarong Pambansa* held in Dumaguete, Negros Oriental are invited to attend this basic training-seminar.
6. Participants for the advanced course will be those who had attended the previous Training of Trainors and Coaches and Technical and Classification Seminars for Differently Abled as per DepEd Memorandum No. 100, s. 2012 held last year.
7. The PHILSPADA-NPC Philippines shall provide the participants with the board and lodging while their transportation and other incidental expenses shall be charged to local funds subject to the usual accounting and auditing rules and regulations. Confirmation of attendance shall be made one week before the schedule of the training.
8. All participants (regional, provincial/city and municipal delegations) must bring their own sleeping materials, toiletries and sports attire. Classrooms of both public and private schools will be used for the accommodation of all delegates.
9. The general guidelines and program of activities are enclosed.
10. For more information, all concerned may contact:

**Mr. Luis Jose B. Arellano**  
President  
Philippine Sports Association for the Differently Abled-National Paralympic  
Committee of the Philippines (PHILSPADA-NPC Philippines)  
Room 101, Building E, Philsports Complex, Pasig City  
Telefax Nos.: (02) 636-4884; (02) 635-0375  
Email Address: [philspada\\_npc\\_philippines@yahoo.com](mailto:philspada_npc_philippines@yahoo.com)  
Facebook Account: [PHILSPADA@groups.facebook.com](https://www.facebook.com/PHILSPADA@groups.facebook.com)
11. Immediate dissemination of this Memorandum is desired.

  
**BR. ARMIN A. LUISTRO FSC**  
Secretary

Encls.:

As stated

Reference:

DepEd Memorandum: (No. 100, s. 2012)

To be indicated in the Perpetual Index  
under the following subjects:

ATHLETICS

SEMINARS

SPECIAL EDUCATION

TRAINING PROGRAMS

Madel: PHILSPADA

0723-August 1, 2013/8-5/8-7



**PHILSPADA-NPC PHILIPPINES  
TRAINING THE TRAINERS, TECHNICAL &  
CLASSIFICATION SEMINAR (Phase III)**



## **TTT GUIDELINES**

**1. AUTHORITY:** the Training the Trainers, Technical and Classification Seminar will be organized by the Philippine Sports Association for the Differently Abled, National Paralympic Committee of the Philippines (PHILSPADA-NPC Philippines) under the auspices and authority of the Philippine Sports Commission (PSC).

**2. DATE AND PLACE:**

- ◆ **Mindanao Area**  
Date : August 30 to September 1, 2013  
Venue : Cagayan de Oro City
  
- ◆ **Visayas Area**  
Date : September 20-22, 2013  
Venue : Tacloban City
  
- ◆ **Luzon Area**  
Date : October 11-13, 2013  
Venue : Baguio City

**3. SPORT:** the following sports events will be conducted:

- ◆ Athletics
- ◆ Swimming
- ◆ Table Tennis
- ◆ Goalball & Futzal
- ◆ Boccia
- ◆ Wheelchair Basketball
- ◆ Classification

**4. SCHEDULE:**

- ◆ **Pre-event: Arrivals:** All Participants from the Province must arrive one day before the start of seminar.

◆ **I. DAY ONE – SEMINARS (Program/Technical & Classification):**

8:00am	-	Registrations
9:00am	-	Program/Welcome Remarks
11:00am	-	Acknowledgement of Lecturers/Facilitators
11:10am	-	Audio-Visual Presentation
11:15am	-	Classification Seminar (Overview)
12:00nn	-	Lunch Break
2:00pm	-	Classification Seminar (Different Sports)
5:00pm	-	End of first day session

◆ **II. DAY TWO – SEMINARS (Training/Coaching/Technical & Classification):**

8:00am	-	Registration
9:00am	-	Sport Lecture – Athletics
9:45am	-	Sport Lecture – Swimming
10:30am	-	Sport Lecture – Wheelchair Basketball/Table Tennis
11:15am	-	Sport Lecture – Goalball/Futsal
12:00nn	-	Lunch Break
1:00pm	-	Sport Lecture – Boccia
2:00pm	-	Practicum & Athletes Classification
5:00pm	-	End of second day session

◆ **III. DAY THREE – TALENT IDENTIFICATION:**

8:00am	-	Talent Identification Proper
10:00nn	-	Closing Program
12:00nn	-	Break/Lunch Time

◆ **Post-event:** Departure of Participants after the competition or morning the next day.

**5. OFFICIAL ORGANIZER**

Name:

- ◆ Philippine Sports Commission (PSC)
- ◆ PHILSPADA-NPC Philippines
- ◆ Department of Education (DepEd)
- ◆ Department of Interior & Local Government (DILG)
- ◆ National Council on Disability Affairs (NCDA)

Postal address: Room 101, Building E, PSC-PhilSports Complex, Ultra, Pasig City

E-mail: [philspada\\_npc\\_philippines@yahoo.com](mailto:philspada_npc_philippines@yahoo.com)

Phone: 2 6364884

Fax: 2 6350375

Contact Person: Mr. Luis Jose B. Arellano, President

## 6. PARTICIPATION QUOTAS:

All Delegation Participants was composed of the following:

AREA	DATES & VENUES	REGIONS	NUMBER OF PARTICIPANTS						Medical Classifiers (Doctors/PTs)
			Department of Education			LGU's			
			Coaches	Athletes	Total	Coaches	Athletes	Total	
	August 30 to September 1, 2013 Cagayan de Oro City	IX	5	10	15	5	10	15	10
		X	10	15	25	10	15	25	
		XI	5	10	15	5	10	15	
		XII	5	10	15	5	10	15	
		CARAGA	5	10	15	5	10	15	
		<b>Total</b>	<b>30</b>	<b>55</b>	<b>85</b>	<b>30</b>	<b>55</b>	<b>85</b>	<b>180</b>
	September 20-22, 2013 Tacloban City	VI	5	10	15	5	10	15	10
		VII	5	10	15	5	10	15	
		VIII	15	25	40	15	25	40	
		<b>Total</b>	<b>25</b>	<b>45</b>	<b>70</b>	<b>25</b>	<b>45</b>	<b>70</b>	<b>150</b>
	October 11-13, 2013 Baguio City	I	5	5	10	5	5	10	10
		II	5	5	10	5	5	10	
		III	5	5	10	5	5	10	
		IV-A-Calabarzon	5	5	10	5	5	10	
		IV-B-Mimaropa	5	5	10	5	5	10	
		V-Bicol	5	5	10	5	5	10	
		NCR	5	5	10	5	5	10	
		CAR	10	15	25	10	15	25	
<b>Total</b>	<b>45</b>	<b>50</b>	<b>95</b>	<b>45</b>	<b>50</b>	<b>95</b>	<b>200</b>		

## 7. REGIONAL/PROVINCIAL/MUNICIPAL DELEGATIONS:

- ◆ Meals – to the organizing committee account
- ◆ Transportation – from local to venue and back, to the delegates account
- ◆ **For DEPED, accommodation will be charged to the DEPED participants (leave-out).** For LGU's, PHILSPADA can assist their accommodation (preferably public school-delegations must provide their own sleeping materials).

## 8. DOCUMENTS ATTACHED:

Together with this Guidelines, attached are the following documents:

- a. first entry form:
  - i. Individual Entry Form
  - ii. Entry Form by Number
  - iii. Arrival/Departure form

**PHILSPADA-NPC PHILIPPINES**  
**TRAINING THE TRAINERS TECHNICAL & CLASSIFICATION**  
**SEMINARS 2013**

**REGISTRATION FORM**

Region/LGU/  
Organization

**OFFICIAL**

Given Name

Family Name

2 Photos  
(Passport size)

Please tick (X)

Male

Female

Date of Birth

Address &  
Contact No.

Email address

Sport Field

In consideration of acceptance of my entry, I do hereby agree the exclusion of liability to the event, PHILSPADA-NPC Philippines, PSC, Local Government, DepEd, the National Sport Association and other sponsors from all claims for injuries and/or damages however caused (whether fatal or otherwise) I may suffer out of the participation in these events. I also release and forever discharge the above groups from all actions, suits, proceedings, claims, demands, losses, damages, penalties and fines however arising (including negligence). I agree to comply with the rules and regulations and intend to participate entirely at my own risk.

\_\_\_\_\_  
Participant's Signature

Date

**PHILSPADA-NPC PHILIPPINES**  
**TRAINING THE TRAINORS TECHNICAL & CLASSIFICATION SEMINARS**

**ENTRY FORM BY NUMBERS**

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<b>SPORT</b>	<b>No. of VI Athletes</b>	<b>No. of OH/CP Athletes</b>	<b>No. of Caregivers</b>	<b>No. of Coaches/Team Officials</b>
ATHLETICS				
SWIMMING				
BOCCIA				
GOALBALL				
FUTSAL				
WHEELCHAIR BASKETBALL				
TABLE TENNIS				
<b>TOTAL</b>				

**Signed by:**

\_\_\_\_\_

**Head of Delegation**

\_\_\_\_\_

**Date**



**PHILSPADA-NPC PHILIPPINES  
TRAINING THE TRAINORS, TECHNICAL & CLASSIFICATION SEMINAR**

**ARRIVAL & DEPARTURE FORM**

<b>&lt;Number of Delegation&gt;</b>			<b>&lt;Wheelchair User&gt;</b>	
	<b>MEN</b>	<b>WOMEN</b>	<b>TOTAL</b>	
<b>Athletes</b>	<input type="text"/>	+ <input type="text"/>	= <input type="text"/>	<input type="text"/>
<b>Officials</b>	<input type="text"/>	+ <input type="text"/>	= <input type="text"/>	<input type="text"/>
<b>Delegation</b>	<input type="text"/>	+ <input type="text"/>	= <input type="text"/>	<input type="text"/>

**<Flight/Boat/Bus Schedule>**

**Arrival**

Date	Departure from	
<input type="text"/>	<input type="text"/>	
Airline/Boat/Bus	Flight/Boat/Bus Number	Arrival Time
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Departure**

Date	Departure to	
<input type="text"/>	<input type="text"/>	
Airline/Boat/Bus	Flight/Boat/Bus Number	Departure Time
<input type="text"/>	<input type="text"/>	<input type="text"/>

\_\_\_\_\_  
Delegation Head

\_\_\_\_\_  
Date