



Republic of the Philippines  
**Department of Education**

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23 OCT 2014

DepEd MEMORANDUM  
No. **124**, s. 2014

**TRAINING ON THE ADMINISTRATION OF THE PHYSICAL FITNESS TESTS (PFT)**

To : Bureau Directors  
Regional Secretary, ARMM  
Regional Directors  
Schools Division Superintendents  
Heads, Public Secondary Schools

1. The Department of Education (DepEd), through the Bureau of Secondary Education (BSE), shall conduct the **Training on the Administration of the Physical Fitness Tests (PFT)** from November 18-20, 2014 at Teachers Camp, Baguio City.
2. The Training aims to provide a tool to:
  - a. assess the students' level of fitness;
  - b. identify strengths and areas for development/improvement;
  - c. determine bases for the selection of physical activities for enhancement;
  - d. gather and analyze data for norms and standards setting;
  - e. motivate and guide students in choosing the sports activities they would like to participate in; and
  - f. assist the teachers in the administration of the PFT.
3. Participants in the training are the regional and division Physical Education and Schools Sports (PESS) Supervisors, sports coordinators, and teachers of schools implementing Special Program in Sports (SPS).
4. A registration fee of Three Thousand Five Hundred Pesos (P 3,500.00) shall be charged to each participant to cover board and lodging, training kit, miscellaneous and other incidental expenses relative to the training. Registration fee and travel expenses of participants shall be charged to the Maintenance and Other Operating Expenses (MOOE)/Special Education Fund (SEF)/local funds, while board and lodging and travel expenses of resource persons and training staff shall be charged to BSE Funds, subject to the usual accounting and auditing rules and regulations.
5. The registration will start at 1:30 p.m. on **November 17, 2014** at the venue. The first meal to be served will be dinner on **November 17** and the last meal will be p.m. snacks on **November 20, 2014**. The form for the Confirmation of Registration of Participants and the Schedule of Activities are provided in the enclosures.

6. For more information, all concerned may contact **Ms. Rosa Ligaya C. Domingo** or **Ms. Marivic B. Tolitol** of the Staff Development Division, Bureau of Secondary Education (SDD-BSE), Department of Education, (DepEd) Central Office, 3<sup>rd</sup> Floor, Bonifacio Bldg., DepEd Complex, Meralco Avenue, Pasig City at telefax nos.: (02) 632-7586; (02) 636-5173.

7. Immediate dissemination of this Memorandum is desired.

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

Encl.: As stated

Reference: DepEd Memorandum: No. 183, s. 2013

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

OFFICIALS  
SCHOOLS  
SPORTS  
TEACHERS  
TESTS  
TRAINING PROGRAMS



**TRAINING ON THE ADMINISTRATION OF PHYSICAL FITNESS TESTS**

Teachers Camp, Baguio City

**November 18-20, 2014**

Schedule of Activities

Time Date	November 17	November 18	November 19	November 20
5:30 - 7:30		B R E A K F A S T		
8:00-8:15		Management of Learning/Unfreezing Activities		
8:00		Opening Program Orientation and Mechanics	Administration of the Tests	<i>PS 3</i>
9:00				Interpretation of Test Results
10:00 - 10:20		S N A C K S		
10:20 - 12:00		<i>PS 1</i> Importance of Fitness Testing	↓	Clearing House
12:00 1:30		L U C H		
1:30 - 3:00	Arrival and Registration	<i>PS 2</i> The Revised Physical Fitness	↓	Closing Program
3:00 - 3:20	↓	S N A C K S		
3:20 - 5:00		↓	↓	
6:00 - 8:00		D I N N E R		

***PS 1***

- The session shall focus on the importance of the PFT. Comparative Studies among countries on the use of the PFT shall be presented.

***PS 2***

- A walk-through of the revised FFT and the tests procedures/protocols

***PS 3***

The session shall focus on how the tests results are interpreted.