



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region I
SCHOOLS DIVISION OFFICE
DAGUPAN CITY



Division Memo No. 395 s.2019

RELEASED
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DATE: 11-28-19
BY: 8 4:32
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TO: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisor
Principals/School Heads of Public and Private Elementary/Secondary Schools
All Concerned

FROM: *for* *[Signature]* **MARIA CELIA JUNIO-FERNANDEZ, EdD. MDM-SEC**
Schools Division Superintendent

SUBJECT: BASIC TRAINING COURSE FOR COACHES AND TECHNICAL OFFICIALS

DATE: NOVEMBER 27, 2019

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1. In line with the implementation of School Sports Program and to enhance capacity of teachers as coaches and technical officials in various sporting events, the division will conduct the Basic Training Course for Coaches and Technical Officials on December 16-18, 2019 at the Dagupan City National High School.
2. The Basic Training Course is designed to help coaches and technical officials learn more about the sport rules and principles relative to coaching and officiating including ethical standards, safety measures, basic training program and qualification to organize a competitive team and better understanding on the conduct of the game.
3. The objectives of the Basic Training Course are:
- Gain knowledge, skills and values in coaching and officiating games
 - Demonstrate skills in coaching and officiating various sporting events
 - Acquire basic skills in organizing competitions by implementing safety measures and exhibiting proper behaviors
 - Organize sports organizations in every sporting event to provide continuity of learning through peer and organizational support
4. The Training Course will be handled by competent Resource Persons who are certified Coaches and Technical Officials within and outside the division.
5. Participants can choose from among the following sporting events:
- Athletics
 - Archery



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- c. Badminton
- d. Baseball/Softball
- e. Billiard
- f. Boxing
- g. Chess
- h. Dance Sport
- i. Football
- j. Gymnastics
- k. Pencak Silat
- l. Sepak Takraw
- m. Swimming
- n. Table Tennis
- o. Taekwondo
- p. Tennis
- q. Volleyball
- r. Wrestling
- s. Wushu
- t. Basketball

6. Participation to this training is open to all public and private school employees (academic and non-academic personnel). Limited slots per sporting event (20 slots per event) will be accommodated, hence, participants are requested to pre-register by writing their intention to join to their respective school sports coordinator **on or before December 6, 2019**. Upon registration, participants are required to submit the Registration Form and Medical Certificate.
7. Participants are requested to bring their own sports equipment, as needed. Meals and snacks will be served during the training.
8. Successful completers of the training will be included in the SDO Dagupan City Pool of Coaches and Technical Officials and will be officers/members of their respective DCAA accredited sports organization.
9. Public school teachers and personnel who will be involved in the training will be given service credit/compensatory time-off for the training schedules that will fall on holidays including Christmas break.
10. Enclosed herewith are the following:
 - a. Registration Form
 - b. Medical Certificate
 - c. Training Matrix
 - d. List of Resource Persons



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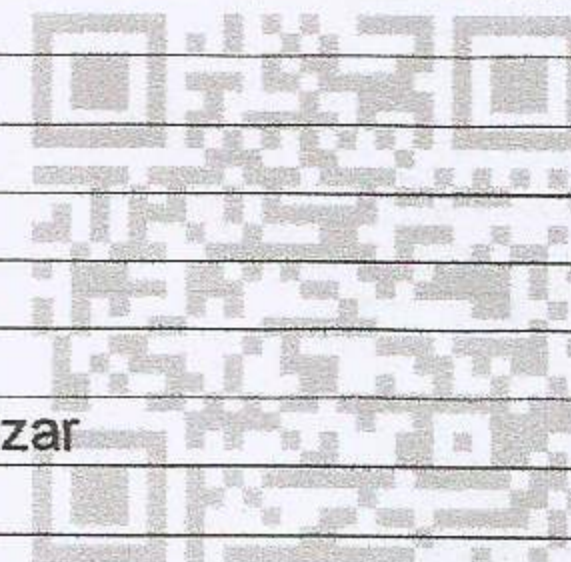


LIST OF RESOURCE PERSONS

EVENT	RESOURCE PERSON/S
Athletics	Romy De Guzman
Archery	Jann Francis Diolazo
Arnis	Dominic Velasco
Badminton	Zenaida Bautista
Baseball/Softball	Kenneth Carl Llamas/ Cecille Estrada
Basketball	Jethru Yao/Willy Guieb
Billiard	Janis Ivan Palaganas
Boxing	Antonio Bato
Chess	Philip Mendoza
Dance Sport	Veronica Zabala
Football	James Arenas
Gymnastics	Araceli Nimer/ Carmela Bernal/ Roann Jett Fernandez Vicky Soriano
Pencak Silat	Larry Bautista
Sepak Takraw	Romualdo Ursua
Swimming	Joaquin Reyes
Table Tennis	Widmark Balmores
Taekwondo	Maria Lolita Morga
Tennis	George Ubando
Volleyball	Michael Henry Baltazar
Wrestling	Kevin Balmores
Wushu	Marlene Mina
Futsal	George Casilang

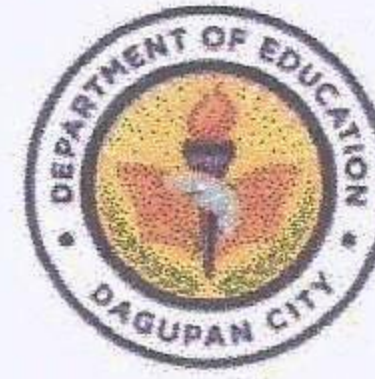


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MEDICAL CERTIFICATE

NAME (Last Name, First Name, Name Extension (if any) and Middle Name)			AGENCY / ADDRESS
ADDRESS			
AGE	SEX	CIVIL STATUS	PROPOSED POSITION

FOR THE LICENSED GOVERNMENT PHYSICIAN

I hereby certify that I have reviewed and evaluated the attached examination results, personally examined the above named individual and found him/her to be physically and medically FIT / UNFIT for employment.

SIGNATURE over PRINTED NAME OF LICENSED GOVERNMENT PHYSICIAN:	OTHER INFORMATION ABOUT THE PROPOSED APPOINTEE		
AGENCY/Affiliation of Licensed Government Physician:			
LICENSE NO.	HEIGHT (M) Bare Foot	WEIGHT (KG) Stripped	BLOOD TYPE
OFFICIAL DESIGNATION	DATE EXAMINED		



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REGISTRATION FORM

NAME: _____

AGE: _____ SEX: _____

SCHOOL: _____

SPORTING EVENT: _____

HAVE YOU BEEN A COACH OF ANY SPORTS TEAM? _____ YES _____ NO

IF YES, PLEASE SPECIFY THE FOLLOWING:

EVENT	LEVEL OF COMPETITION	INCLUSIVE DATES

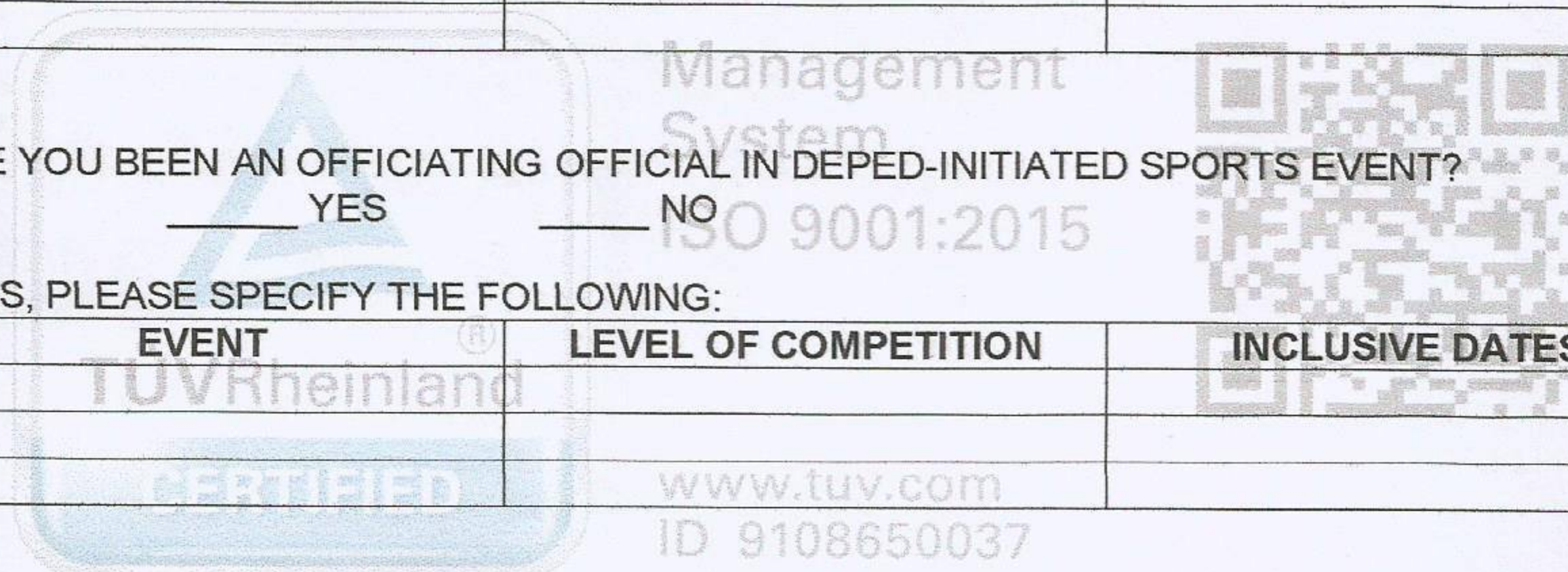
HAVE YOU BEEN AN OFFICIATING OFFICIAL IN DEPED-INITIATED SPORTS EVENT?

_____ YES _____ NO

IF YES, PLEASE SPECIFY THE FOLLOWING:

EVENT	LEVEL OF COMPETITION	INCLUSIVE DATES

 Signature Over Printed Name





TRAINING MATRIX

Day 1	Activity/Content
8:00-8:30	Registration of Participants
8:30-9:30	Part 1: Opening Program
9:30-10:00	Health Break
10:00-12:00	Part 2: Plenary Session (Orientation) <ul style="list-style-type: none"> • Brief History • General Coaching Principles • Duties and Responsibilities of a Coach
12:00-1:00	Lunch Break
1:00-3:00	Part 2: Plenary Session (Continuation) <ul style="list-style-type: none"> • Coaches Code of Ethics
3:00-3:20	Health Break
3:20-5:00	Part 2: Plenary Session (Continuation) <ul style="list-style-type: none"> • Safety Practices • Selection Process of Players
Day 2	Activity/Content
8:00-5:00	Part 3: Break-Out Sessions (Per Sporting Event) <ul style="list-style-type: none"> • Laws of the Sport • Regulations of the Game • Field of Play Procedures
Day 3	Activity/Content
8:00-12:00	Part 4: Evaluation <ul style="list-style-type: none"> • Written Examination • Practicum • Organization of Sports Associations
12:00-1:00	Lunch Break
1:00-3:00	Part 5: Closing Program and Awarding of Certificates

*Each sporting event may come up with their own topics/discussions as needed