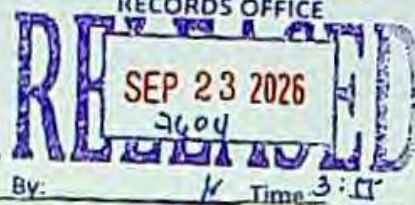




Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF DAGUPAN CITY

DepEd SDO Dagupan City
RECORDS OFFICE



Office of the Schools Division
Superintendent

September 22, 2026

DIVISION MEMORANDUM

No. 546 S. 2026

**MEETING OF TOURNAMENT MANAGERS FOR THE DAGUPAN CITY ATHLETIC
ASSOCIATION (DCAA) MEET 2026-2027**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools Division Supervisors
School Heads
District Sports Coordinators
School Sports Coordinators
Sports Tournament Managers
All Others Concerned

1. In preparation for the conduct of the Dagupan City Athletic Association (DCAA) Meet 2026-2027, this Office announces the **conduct of the Meeting of Tournament Managers on September 30, 2026, at 4:00PM, at the Division Training Center (DTC), Dagupan City.**
2. The meeting aims to ensure the proper coordination, organization, and implementation of the different sports events during the DCAA Meet 2026-2027. It will provide an opportunity for the Tournament Managers to discuss and finalize the technical, administrative, scheduling, venue, and other operational requirements necessary for the orderly and successful conduct of their respective events.
3. The meeting shall cover the following agenda items pertinent to the preparation and conduct of the DCAA Meet 2026-2027:
 - a. Review of the DCAA Meet 2026-2027 general guidelines and schedule;
 - b. Discussion of tournament rules, regulations, and competition procedures;
 - c. Submission and validation of the proposed event schedules and venues;
 - d. Coordination on the requirements for technical officials, coaches, and participating schools;
 - e. Discussion of safety, discipline, documentation, and reporting procedures; and
 - f. Other matters relevant to the successful conduct of the DCAA Meet 2026-2027.
4. All designated Tournament Managers are expected to attend the meeting and bring the necessary information and proposed schedules pertaining to their respective sports events.



Address: Burgos St., Poblacion Oeste, Dagupan City
Telephone: (075) 653-4101
Website: depeddagupan.com
email: dagupan.city@deped.gov.ph



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5. All School Heads are requested to extend the necessary support to the designated Tournament Managers and ensure their attendance and participation in the said meeting.
6. For concerns and technical assistance, please coordinate with Ms. Jerylee P. Tolentino, Education Program Supervisor and Division Sports Officer, and Mr. Francis Aron V. Tuliao, Technical Assistant I-Sports, Schools Division Office of Dagupan City.
7. Immediate dissemination of and compliance with this Memorandum is desired.


MARCIANO U. SORIANO JR. PhD, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent