



Republic of the Philippines
Department of Education
Region V - Bicol

TANGGAPANG PANSANGAY NG CATANDUANES

September 19, 2024


DIVISION MEMORANDUM

No. 464 s, 2024

SDO EMPLOYEES FRIENDSHIP GAME

To : Chief Education Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
Private Elementary and Secondary School Heads
All Others Concern

1. The **Catanduanes Association of School Sports Events and Activities Enthusiasts (CASSEAE)** shall conduct SDO Catanduanes Employees Friendship Game for selected sports event to be participated by the teaching and non-teaching personnel including division-based personnel of SDO-Catanduanes every Saturday and Sunday starting September 21, 2024 to October 20, 2024 at Virac Sports Center.
2. The activity aims to enhance camaraderie, goodwill, sportsmanship, discipline and team-work among teachers and employees of SDO-Catanduanes.
3. Participation of players, coaches and officiating officials shall be **VOLUNTARY**.
4. Registration fee and transportation expenses of the participants shall be charged to their personal funds while expenses for the jersey/uniform of the team shall be charged to school MOOE subject to funds availability and approval of school heads.
5. Attached is the mechanics of the activity.
6. For information and guidance of all concerned.


CECILE C. FERRO CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



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SDO EMPLOYEES FRIENDSHIP GAME

ACTIVITY MECHANICS

- The SDO Employees Friendship Game shall start on September 21, 2024 (Saturday) up to October 20, 2024 (Sunday).
- Short Opening Program - September 21, 2024, Saturday from 7:30:00 to 8:00 AM at Virac Sports Center.
- The tournament will commence at 7:00 AM to 12:00 NN and 1:00 - 6:00 PM every Saturday and Sunday.
- Closing program and awarding will be on October 20, 2024 at Virac Sports Center.
- The sports events to be played for this year are Basketball Men, Basketball 3X3 Men/Women, and Volleyball Men/Women.
- The tournament will be managed by CASSEAE Inc.
- All players are required to submit medical certificate from the Government Physician and photocopy of their appointment.
- A registration fee of Php 300.00 shall be charged each player from their personal fund including coaches and assistant coaches to defray the operational and other related expenses of the activity as well as trophies and cash prizes.
- Expenses for the jersey/uniform of the team coming from eleven (11) municipalities and division-based personnel shall be charged to school MOOE and division MOOE respectively in accordance to Sec. 52 GP of GAA 2024 (Purchase of uniform/costume and other related expenses in conduct of cultural and athletics should not exceed to Php 1,500.00 per participant).

I. TARGET PARTICIPANTS/COMPOSITION/TOURNAMENT FORMAT

Permanent teaching and non-teaching staff including division-based personnel of SDO-Catanduanes. For Basketball, each team is allowed to submit with more than 15 payers for 5x5 category but only 15 players will be permitted to play during their scheduled games, and for Basketball 3x3 Men/Women category, a minimum of 3 and a maximum of 6 players.

• **Tournament Format for Basketball 5X5:**

Teams will be divided in 2 groups following the format below:

- *Elimination Round : Single Round Robin for each group
- *Semis : Knock-Out Game for Top 1 in each group
- *Finals : Knock-Out Game for winners in the Semis and Knock-out Games to determine the 2nd Runner-Up.

• **Tournament Format for Basketball 3X3 Men & Women:**

- *Elimination Round : Single Round Robin
- *Finals : Knock-Out Game for 1st and 2nd Placer in the Elimination and Knock-out Game for the 3rd & 4th Placer in the Elimination to determine the 2nd Runner-Up.

• **Tournament Format for Volleyball Men & Women:**

- *Elimination Round : Single Round Robin
- *Finals : Knock-Out Game for 1st and 2nd Placer in the Elimination and Knock-out Game for the 3rd & 4th Placer in the Elimination to determine the 2nd Runner-Up.



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II. BUDGETARY REQUIREMENTS

A. SOURCE OF FUNDS (FROM PERSONAL FUNDS OF PARTICIPANTS)

ESTIMATED REGISTRATION FEE (CHARGED TO PERSONAL FUND)

•	Basketball (5X5) Men	: (14 Teams X 15 players X 300.00)	Php 63,000.00
•	Basketball Women (3X3)	: (4 Teams X 5 players X 300.00)	6,000.00
•	Basketball Men (3X3)	: (4 Teams X 5 players X 300.00)	6,000.00
•	Volleyball Men	: (4 Teams X 12 players X 300.00)	14,400.00
•	Volleyball Women	: (4 Teams X 12 players X 300.00)	14,400.00
	TOTAL		Php 103,800.00
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B. EXPECTED EXPENSES (May vary depending upon the number of teams and players)

• Basketball 5X5 Men			
	First Prize	: Trophy, Certificate and Cash	5,000.00
	Second Prize	: Trophy, Certificate and Cash	3,000.00
	Third Prize	: Trophy, Certificate and Cash	2,000.00
		SUB-TOTAL	Php 10,000.00
• Basketball 3X3 Men			
	First Prize	: Trophy, Certificate and Cash	2,000.00
	Second Prize	: Trophy, Certificate and Cash	1,000.00
	Third Prize	: Trophy, Certificate and Cash	500.00
		SUB-TOTAL	Php 3,500.00
• Basketball 3X3 Women			
	First Prize	: Trophy, Certificate and Cash	2,000.00
	Second Prize	: Trophy, Certificate and Cash	1,000.00
	Third Prize	: Trophy, Certificate and Cash	500.00
		SUB-TOTAL	Php 3,500.00
• Volleyball Men			
	First Prize	: Trophy, Certificate and Cash	3,000.00
	Second Prize	: Trophy, Certificate and Cash	2,000.00
	Third Prize	: Trophy, Certificate and Cash	1,000.00
		SUB-TOTAL	Php 6,000.00
• Volleyball Women			
	First Prize	: Trophy, Certificate and Cash	3,000.00
	Second Prize	: Trophy, Certificate and Cash	2,000.00
	Third Prize	: Trophy, Certificate and Cash	1,000.00
		SUB-TOTAL	Php 6,000.00

C. SUPPLIES AND MATERIALS

•	Trophies	15,000.00
•	Medals	10,000.00
•	Certificates	3,000.00
	SUB-TOTAL	Php 28,000.00



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D. REFEREES HONORARIUM (Package Deal)

• Basketball	10,000.00
• Volleyball	5,000.00
SUB-TOTAL	Php 15,000.00

E. OPERATIONAL EXPENSES

• Basketball Ball, Net, Electricity, Playing Venues Water and Snacks	
SUB-TOTAL	Php 10,000.00

GRAND TOTAL **Php 82,000.00**
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OVER-ALL BUDGETARY REQUIREMENTS:

• PRIZES	Php 29,000.00
• SUPPLIES & MATERIALS	28,000.00
• REFEREES HONORARIUM	15,000.00
• OPERATIONAL EXPENSES	<u>10,000.00</u>

ESTIMATED TOTAL EXPENSES **Php 82,000.00**
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Prepared by:


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