



Republic of the Philippines
Department of Education
 Region VIII
 SCHOOLS DIVISION OF TACLOBAN CITY

7 June 2023

DIVISION MEMORANDUM
 No. 338, s. 2023

For: School Head of JARMSES
 Division Sports Officer
 Division DRRM Officer/Asst. Division Sports Officer
 All Others Concerned

Subject: DESIGNATION OF JUDGE ANTONIO R. MONTILLA SR.
 ELEMENTARY SCHOOL (JARMES) AS BILLETING SCHOOL
 FOR THE 2023 NATIONAL OPEN SEPAKTAKRAW
 TOURNAMENT DELEGATES.

In reference to the communication letter from San Juanico de Tacloban Sepak Takraw Club Inc. dated May 8, 2023, the Schools Division Office of Tacloban City hereby **designates Judge Antonio R. Montilla Sr. Elementary School as billeting school** for the delegates during the **National Open Sepaktakraw Tournament** which will be held on **June 15-18, 2023 at Robinson's North, Tacloban City.**


The SDO Tacloban City - Division Sports Office in partnership with the SDO Tacloban City - Disaster Risk Reduction and Management Service will take charge of the necessary coordination and monitoring during the conduct of the activity.

The Schools Division Office of Tacloban City in partnership with San Juanico de Tacloban Sepak Takraw Club Inc. will closely coordinate with the concerned delegations to ensure that house rules and regulations as well as the roles and responsibilities as per agreements during the consultative and coordination meetings will be properly observed.

Attached in this memorandum are the **Billeting House Rules & Regulations and the Roles & Responsibilities.**

Expenses incurred during the preparation and conduct of activity may be charged to the local fund/School MOOE subject to the usual accounting and auditing rules and regulations.

For your appropriate action.


JUDELLA R. LUMPAS EdD, CESO VI
 Schools Division Superintendent



Schools Division of Tacloban, Brgy 54, Real Street, Tacloban City
 Telephone Number: 053-832-9204
 Email address: sdotaclobancity@gmail.com
 /cmvillamor2020


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