Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF ANGELES CITY

19 Nov 2026

DIVISION MEMORANDUM
No. 458 , s. 2026

SCHEDULE OF THE DIVISION SCREENING AND ACCREDITATION OF ATHLETES, COACHES, AND ASSISTANT COACHES FOR THE 2026 ANGELES CITY AMATEUR ATHLETIC ASSOCIATION (ACAAA) MEET

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads of Public and Private Elementary and Secondary Schools

1. Please be guided by the following schedule of the Division Screening and Accreditation of Athletes and Coaches (Paper Screening Only) for the 2026 ACAAA Meet:

Date	District	Venue
December 1, 2026	North and East Districts	Angeles Elementary School
December 2, 2026	West and South Districts	Lourdes Northwest Elementary School
December 3, 2026	Public High Schools	Angeles City National High School
December 4, 2026	Angeles City Private Schools	To be determined by the Association
December 7, 2026	Submission of Documents	Records Office

2. The Division Screening and Accreditation of Athletes, Coaches, and Assistant Coaches shall be conducted and facilitated by the following members of the Division Screening and Accreditation Committee (DSAC):

Designation	Name	Position/School/Unit
Chairman	Arnie S. Punzalan	AO II/ESIS
Co-Chairman	Heidie D. Suarez	Nurse II/SGOD-SHNU
Member	Dr. Ramil M. Policarpio	Dentist II/SGOD-SHNU
Member	Art Nicole Garcia	PDO I (MIS)
Member	Christian Miguel	AO II (PES)
Member	Mia Angela Manalo	PDO I (CNDSES/SDIS)
Member IT Staff	Joselle Hernandez	PDO I (ACNTS)

3. Only the coaches shall be required to be physically present during the screening. They must bring the following required documents and other pertinent requirements for verification and validation:

1. **Student-athletes**
    1. Gallery;
    2. Athletes Record (AR 1);
    3. Original and photocopy of PSA or NSO Birth Certificate (with page 2);
    4. Form 137;
    5. Parental consent;
    6. Medical History;
    7. Medical Form 1;
    8. Dental Form (for elementary only);
    9. Certificate of Completion/Attendance;
    10. School Sports Club; and
    11. Disability assessment (for Paragames only).

2. **Coaches/assistant coaches**
    1. CACR;
    2. Notarize contract of service (COS) and certificate of employment (COE) (for private school only);
    3. Appointment (for public school teachers);
    4. Certificate of employment;
    5. Medical certificate;
    6. Medical history
    7. Certificate of trainings (if available); and
    8. Sports Club.

4. For the information, guidance, and strict compliance of all concerned, wide dissemination of the contents of this Memorandum is hereby enjoined.

[redacted]
Digitally signed by Ma. Irelyn P. Tamayo
Date: 2026.11.19 12:53:20 +08'00'

MA IRELYN P. TAMAYO, PhD, CESO V
Schools Division superintendent[redacted]

To be indicated in the Perpetual Index
under following subjects:

ATHLETICS SCREENING

ACCREDITATION STUDENTS

SGOD/EPSvr-PYC/November 19, 2026