



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region IX, Zamboanga Peninsula  
DIVISION OF ZAMBOANGA DEL NORTE  
Dipolog City 7100



RELEASED

**DIVISION MEMORANDUM**

No. 295, S. 2017

BY: \_\_\_\_\_ DATE: 15 AUG 2017  
NAME/SIGNATURE

TO: **ASDSs**  
**Chief, CID/ SGOD**  
**Public Schools District Supervisors**  
**Heads of Athletic Delegations**  
**School Heads/Principals**, Elem, JHS & SHS Schools-Public and Private Schools  
**Tournament and Technical Officials**  
**Delegation Members, Coaches, Chaperones & Athletes**  
All Others Concerned

FROM : **PEDRO MELCHOR M. NATIVIDAD**, CSEE  
Officer In-Charge  
Office of the Schools Division Superintendent

Date : August 11, 2017

SUBJECT: **CONDUCT OF THE 2017 ZAMBOANGA DEL NORTE ATHLETIC ASSOCIATION (ZNAA) PROVINCIAL GAMES**

1. The Schools Division of Zamboanga Del Norte announces the conduct of the 2017 ZNAA Provincial Games which will be on **September 20 -23, 2017**. The activity will be hosted by the Municipal LGU of Sindangan, Zamboanga Del Norte.
2. The objectives of the 2017 ZNAA Games are as follows:
  - a. *Promote Physical Education and School Sports as an integral part of the curriculum and as an affirmation of the school's commitment to the development of the full potential of the youth to become responsible and globally competitive citizens of the society;*
  - b. *Instill among the pupils/students the spirit of discipline, sportsmanship, teamwork, excellence, fair play, solidarity, and care for the environment and other values inherent in sports; and*
  - c. *Develop among the participants the genuine love for sports and promote the "One Child, One Sport policy".*
3. The Provincial Games shall have two categories, namely: Regular Events for the Elementary and Secondary levels, respectively, and the Special Games for the mentally challenged, visually impaired and the amputees of different age brackets. The 2017 Palarong Pambansa Technical Guidelines and Ground Rules of the different events, as hereto annexed, shall govern the conduct of the ZNAA Games and the lower meets such as the Area and District Games, as well as the school-level games.
4. Consistent with the provision in the unnumbered Regional Memorandum for the conduct of this year's ZPRAA Meet, the composition of coaches and technical officials in regular sports events in this year's ZNAA Provincial Games shall be the Head Teachers (HTs), Principals, and/or PSDS to maximize the time on task by the school teachers in their respective stations. However, in case of unattainability of HTs and Principals, the District Sports Officers may recommend teachers to coach or to become technical official, thru the Division Sports Focal Person, subject to the approval of the Schools Division Superintendent; provided further that the recommended teachers are no longer holders of Teacher -I positions, and have accordingly met the training and experience qualification requirements.

5. The schedule of activities for the Provincial Games is as follows:

Activities	Schedule	Venue	Persons Involved
A. Intramurals/ District Games	Not later than August 30, 2017	Respective Schools/Districts	School Heads, PSDS, School/District Sports
B. Area Games	August 30- September 1, 2017	Respective Area	Coordinators, Student athletes, Coaches, Officiating Officials, Division School Sports Task Force
C. ZNNA Provincial Games	September 20- 23, 2017	Sindangan, Zamboanga Del Norte	
<ul style="list-style-type: none"> <li>• Solidarity Meeting</li> <li>• Opening of Provincial Games</li> <li>• Advanced Games for Team Sports</li> </ul>	September 20, 2017 ( 9:00 A.M. )  ( 3:00 P.M. )	To be announced later  Sindangan Pilot Demonstration School  In assigned Venues	SDS, ASDS, Division Sports Focal Person and DTF Members, Public Schools District Supervisors, Delegation Officials and Members, Tournaments, Technical Officials, Working Committees, Coaches, Chaperones, Athletes
<ul style="list-style-type: none"> <li>• Games</li> </ul>	September 21- 22, 2017	Different Venues	SDS, ASDS, Public Schools District Supervisors, Division Sports Focal Persons and DTF Members,
<ul style="list-style-type: none"> <li>• Awarding/ Closing Ceremony</li> </ul>	September 23, 2017	<b>Sindangan Pilot Demonstration School Ground</b>	Delegation Officials and Members, Tournaments, Technical Officials, Working Committee Members Coaches, Chaperones, Athletes, Local Officials & Guests

6. As a tradition, the Provincial Games shall include the Best in Saludo, Most Disciplined Cluster, and the Best Billeting Center. The **Bayle sa Kalye** ( Sining Tanghalan-Street Dance Parade) will be September 20, 2017. Guidelines and Mechanics of the aforesaid contest shall will be provided in future issuance.

7. Participating teams in the Provincial Games are the following;

- a. **Cluster I**- First Congressional District Elementary and Secondary Schools, composed of the districts of Rizal, Sibutad, La Libertad, Piñan, Mutia, Sergio Osmeña I & II, Polanco I & II;
- b. **Cluster II**- POMAROKA composed of the Elementary and Secondary Schools of Ponot, Manukan I & II, Roxas I & II, Katipunan I & II;
- c. **Cluster III**- USSAA , composed of the Elementary and Secondary Schools of the Districts of Sindangan North, Sindangan South, Sindangan Central and Siayan;
- d. **Cluster IV**- 3D Mainland which is composed of the Elementary and Secondary Schools in the districts of Bacungan, Godod, Salug I & II, Liloy I & II, Tampilisan, Kalawit, Labason, Gutalac I & II;
- e. **Cluster V** – 3SB which is composed of the Elementary and Secondary Schools in the districts of Siocon, Sirawai, Sibuco.and Baliguan,

8. Participating teams are encouraged to use Cluster moniker, to depict the characteristics, cultural and traditional practices within the area. The division office thru the Division Sports should be notified of the adopted moniker by athletic cluster as soon as possible. They are likewise enjoined to observe the following color assignment as agreed during the planning, to wit: Cluster I- Sky blue/White; Cluster II -Red/White ; Cluster III – Green/White; Cluster IV- White/ Navy blue ;& Cluster V - Yellow/black.
9. Consistent with the annexed Regional Memorandum, the cut-off date for elementary athletes is **January 1, 2005**, and **January 1, 2000** for Secondary. Unless and until the cut-off dates are changed or modified by future issuance relative thereto, ALL CONCERNED are strictly enjoined to observe the birthdate requirements of athletes.
10. Screening of the documents of athletes, coaches and chaperones shall be extensively done at the district/area level. Athletes, coaches and chaperones who are to participate in the Provincial Games are deemed to have passed the accreditation standards as set forth by the Palaro/ Regional Screening Committee. In the event there will be irregularities discovered in the documents of the athletes, the concerned coaches, school heads and all other persons involved shall be subjected to administrative actions as prescribed in the applicable issuances.
11. The conduct of the District or Area Games, and the Provincial Games shall in no way affect the “ **Time on Task**” policy on the Department, to mean that classes will not be suspended during the conduct of the games which fall during a school day. Substitution and/or Intervention Plans should be responsibly prepared and implemented in all schools affected by the conduct of the sports activities. It is enjoined that only the persons directly or specially involved in the activities, including those students who may be tapped to cover the games as part of their Performance Task in school or as may be required by their school paper advisers with the knowledge of the school heads, shall be visible in the venues for the entire stretch of the activities.
12. Services credits, or Compensatory Time-Off credits, as the case may be, shall be given to officiating officials, coaches, chaperones for services rendered on Saturday and Sunday.
13. Travel and other incidental expenses which may be incurred by the all personnel concerned during the planning, preparation, staging, inspection and monitoring of the conduct of the Provincial Games, and the lower meets, shall be charged against local funds, SEF or other legitimate sources, subject to the usual accounting and auditing rules and regulations.
14. Any updates or otherwise clarifications relative to the staging of the Games, shall be announced in future issuances. You may direct your suggestions/ comments and for other updates relative to this endeavor to Dr. Bezer B. Crampatanta, the School Sports Focal Person.

*Widest dissemination of the content of the Memorandum is desired.*





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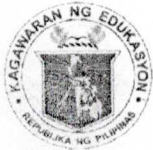
Enclosure 2

**NUMBER OF ATHLETES, COACHES AND CHAPERONS  
ELEMENTARY**

Event	Athletes	Coach	Assistant Coach	Chaperon	Total
Arnis B	3	1	0	0	4
Arnis G	3	1	0	1	5
Athletics B	12	2	0	0	14
Athletics G	12	2	0	1	15
Badminton B	4	1	1	0	6
Badminton G	4	1	1	1	7
Baseball	12	1	1	0	14
Basketball	12	1	0	0	13
Chess B	2	1	0	0	3
Chess G	2	1	0	1	4
Football	18	1	0	0	19
Gymnastics MAG	3	1	0	0	4
Gymnastics WAG	3	1	0	1	5
Gymnastics RG	3	1	0	0	4
Sepak Takraw Jr	4	1	0	0	5
Softball	12	1	1	1	15
Swimming B	10	1	0	0	11
Swimming G	10	1	0	1	12
Table Tennis B	4	1	0	0	5
Table Tennis G	4	1	0	1	6
Taekwondo B	6	1	0	0	7
Taekwondo G	6	1	0	1	8
Tennis B	4	1	0	0	5
Tennis G	4	1	0	1	6
Volleyball B	12	1	1	0	14
Volleyball G	12	1	1	1	15
<b>TOTAL</b>	<b>181</b>	<b>28</b>	<b>6</b>	<b>11</b>	<b>226</b>

**DEMO SPORT**

Event	Athletes	Coach	Assistant Coach	Chaperon	Total
Dance Sports	4	2	0	1	7

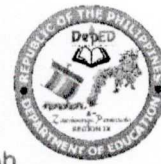


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NUMBER OF ATHLETES, COACHES AND CHAPERONS  
SECONDARY

Event	Athletes	Coach	Assistant Coach	Chaperon	Total
Archery B	4	1	0	0	5
Archery G	4	1	0	1	6
Arnis B	5	1	0	0	6
Arnis G	5	1	0	1	7
Athletics B	15	2	0	0	17
Athletics G	15	2	0	1	18
Badminton B	4	1	1	0	6
Badminton G	4	1	1	1	7
Baseball	12	1	1	0	14
Basketball B	12	1	0	0	13
Basketball G	12	1	0	1	14
Billiards B	2	1	0	0	3
Billiards G	2	1	0	1	4
Boxing	5	1	1	0	7
Chess B	2	1	0	0	3
Chess G	2	1	0	1	4
Football	18	1	0	0	19
Futsal G	12	1	0	1	14
Gymnastics MAG	3	1	0	0	4
Gymnastics WAG	3	1	0	1	5
Gymnastics RG	3	1	0	0	4
Sepak Takraw Sr B	12	1	0	0	13
Sepak Takraw Sr G	5	1	0	1	7
Softball	12	1	1	1	15
Swimming B	10	1	0	0	11
Swimming G	10	1	0	1	12
Table Tennis B	4	1	0	0	5
Table Tennis G	4	1	0	1	6
Taekwondo B	10	1	0	0	11
Taekwondo G	10	1	0	1	12
Tennis B	4	1	0	0	5
Tennis G	4	1	0	1	6
Volleyball B	12	1	1	0	14
Volleyball G	12	1	1	1	15
Wrestling B	5	1	0	0	6
Wrestling G	5	1	0	1	7
Wushu B	5	1	0	0	6
Wushu G	5	1	0	1	7
<b>TOTAL</b>	<b>273</b>	<b>40</b>	<b>7</b>	<b>18</b>	<b>338</b>

DEMO SPORT

Event	Athletes	Coach	Assistant Coach	Chaperon	Total
Dance Sports	4	2	0	7	7
Pencak Silat	4	2	0	0	6

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## TECHNICAL GUIDELINES AND COMPETITION FORMATS

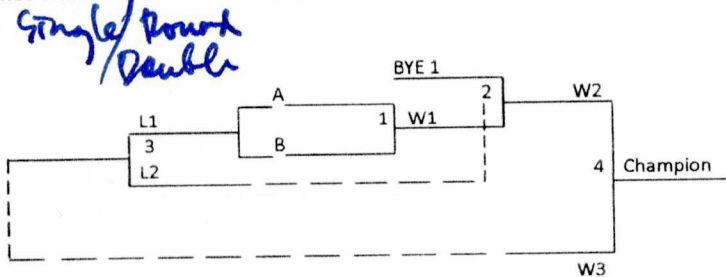
1. The **2017 Palarong Pambansa Technical Guidelines and Ground Rules** of the different sports events shall govern the conduct of the Zamboanga Peninsula Regional Athletic Association (ZPRAA) Meet.
2. Ground rules shall be adapted to suit the local conditions and must be agreed upon by the Coaches and Tournament Managers during the Meeting of Coaches and Technical Officials. The coaches and tournament managers concerned must affix their signature and submit to the Technical Management and Administration Committee for approval.
3. The policy of NO COACH, NO PLAY shall be applied in the duration of the meet.
4. All sports equipment to be used in the Regional Meet shall be those of international standards and/or those used in international competitions.
5. Non DepEd Employees & personnel shall not be tapped as coach or chaperon and should not be allowed to serve during the Meet.

### COMPETITION FORMATS

**I – Ball Games** (Baseball, Basketball, Football, Futsal, Sepak Takraw, Softball, Volleyball)

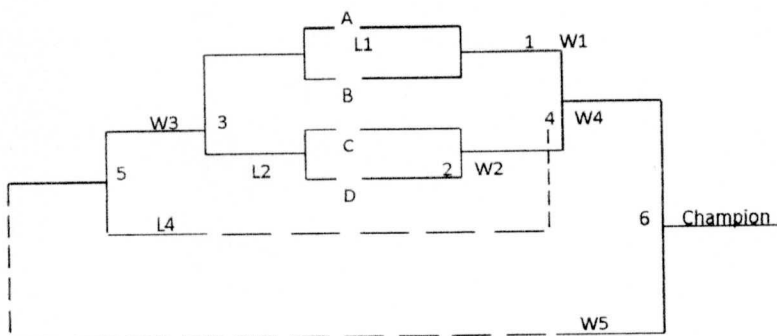
All ballgames shall have a uniform Double Elimination Round Format. The grouping procedures shall be as follows:

3 Teams



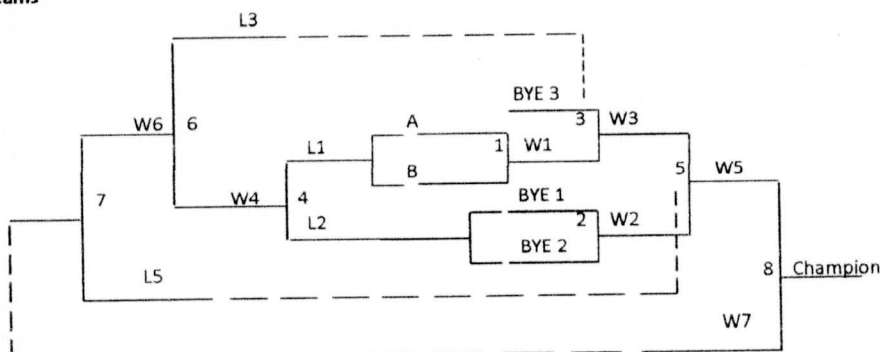
Game #	Team 1	vs	Team 2
1	A	vs	B
2	BYE 1	vs	W1
3	L1	vs	L2
4	W2	vs	W3

4 Teams



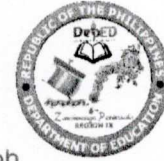
Game #	Team 1	vs	Team 2
1	A	vs	B
2	C	vs	D
3	L1	vs	L2
4	W1	vs	W2
5	W3	vs	W4
6	W4	vs	W5

5 Teams



Game #	Team 1	vs	Team 2
1	A	vs	B
2	BYE 1	vs	BYE 2
3	BYE 3	vs	W1
4	L1	vs	L2
5	W3	vs	W2
6	L3	vs	W4
7	W6	vs	L5
8	W5	vs	W7





## **II – Racket Games** (Badminton, Table Tennis, Tennis)

1. There shall be Team Events and Individual Events in Badminton, Table Tennis and Tennis

### **1.1 Badminton**

1.1.1 Team event and individual events in Badminton shall be played in the single elimination format.

1.1.2 The order of play shall be “Singles-Doubles-Deciding Singles”.

1.1.3 mixed doubles are played in this competition

1.1.4 The “rally point” scoring system shall be used.

### **1.2 Table Tennis**

1.2.1 Team event and individual events shall be played in the single elimination format.

1.2.2 The order of play in the team event shall be “1<sup>st</sup> Singles-2<sup>nd</sup> Singles-Doubles-1<sup>st</sup> Reverse Singles-Deciding Singles”

### **1.3 Tennis**

1.3.1 Team and individual events shall be played in the single elimination format.

1.3.2 In the Team event, the order of play shall be “Singles-Doubles-Deciding Singles”.

## **III Combative Sports**

1. All combative sports shall be played in the single elimination format, with the losers in the semi-finals awarded as 3<sup>rd</sup> Placers.

2. All safety and protective measures shall be in place before start of all combative sports competitions. There shall be a medical team with competent medical personnel, enough medical supplies and ambulance deployed in each combative sports competition venue.

## **IV – Target Sports**

1. Competitions in Archery shall be in accordance with the FITA Rules and Regulations.

1.1 The target distances shall be 30, 50 and 60 meters for girls and 70 meters for boys.

## **V – Board Games**

1. In the Chess, the 7-round Swiss system shall be used.

2. There shall be only team event in the elementary and secondary levels.

## **VI – Gymnastics**

1. The **2017 Palarong Pamabansa Guidelines and Ground Rules** shall be used In Men’s Artistic Gymnastics (MAG), Women’s Artistic Gymnastics (WAG) and Rhythmic Gymnastics (RG) competitions.

## **VII – Measurable Sports**

1. All events in Athletics and Swimming shall be played according to the Rules and Regulations prescribed by the IAAF and FINA respectively.

## **VIII – Demonstration Sports**

1. The competitions are carried out in accordance with the category rules regulated in the competition regulations and conducted by legal technical official of competitions.



## 2017 SPECIAL GAMES GUIDELINES

### I. Eligibility

- The 2017 Regional Meet for Special Games shall only be participated in by pupils/students with **Intellectual Disability (ID)** , **Visual Impaired (VI)** and **Orthopedically Handicapped /Amputee (OH)** in – school athletes.
- The Athletes are enrolled pupils/students of Special Education (SPED) classes in the public and private schools for SY 2016-2017.,
- Each division is allowed to field in a maximum of fifty (55) delegate composing of athletes and coaches.
- Age Category :
 

Visually Impaired (Boys & Girls)	- Open Category (but , to 25 y/o only
Intellectual Disabled (Boys & Girls)	- 15 y/o and below
	- 16 y/o to 25 y/o only
Bocce / Swimming	- Open Category (but , up to 25 y/o only)
Ortho / Amputee	- Open Category (but , up to 25 y/o only)

### II. Eligibility Documents

- Athletes Record (AR)
- Medical Certificate
- DepEd Psycho –Educational Assessment Tests Conducted by SPED Trained Teachers, Administrators and Supervisors.
  - ( For Intellectually Disabled (ID) – IQ Level – 70 and below)
  - (for Visually Impaired (Totally Blind or Low Vision – Visual Acuity test by Licensed Ophthalmologist)
- NSO / SECPA
- Certificate of Enrolment stating the SY the child first enrolled up to present/Completion
- Photo Gallery
- Parents’/Guardian’s Consent
- 4 pcs. 1.5 x 1.5 Identical pictures with name tag ( Surname , first and Middle Initial)
- Form 137 / Photo Copy of existing school records of the special athletes ( take note of the subjects /skills that are supposed to be included in the competencies for the ID’s).

**Note : All original copy must be presented for verification purposes**

### III. Competition Categories

#### A. Visually Impaired (VI) ( 10 Athletes and 4 coaches)

Event	Number of Athletes		Number of Officials	Total
	Boys	Girls		
Athletics • 100 • Standing Long Jump • Shot put	3	3	3	9
Goal Ball ( T11-B1;T12-B2;T13-B3	2	2	1	5





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**B. Intellectual Disability (ID) – ( 28 athletes and seven coaches)**

Event	Number of Athletes		Number of Officials	Total
	Boys	Girls		
<b>Athletics</b> <ul style="list-style-type: none"> <li>• 100m</li> <li>• 200m</li> <li>• 400m</li> <li>• 4 x 100</li> <li>• Standing Long Jump</li> <li>• Shot put</li> </ul>	5  (15 y/o & under)	5  (15 y/o & under)	2	12
	5  (16 y/ & above)	5  (16 y/ & above)	2	12
<b>Bocce ( Male &amp; Female)</b> <b>(NO AGE BRACKET)</b>	2	2	1	5
<b>Swimming (50m)</b> <ul style="list-style-type: none"> <li>• Backstroke</li> <li>• Freestyle</li> <li>• Breaststroke</li> </ul>	2	2	2	6

**C. Ortho/Amputees ( 4 Athletes and 2 coaches)**

**Categories**

- Above-knee amputation (single and double)
- Below-knee amputation (single and double)

Event	Number of Athletes		Number of Officials	Total
	Boys	Girls		
<b>Athletics</b> <ul style="list-style-type: none"> <li>• Shot put</li> </ul>				
<b>Swimming (50m)</b> <ul style="list-style-type: none"> <li>• Backstroke</li> <li>• Freestyle</li> <li>• Breaststroke</li> </ul>	2	2	2	6



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Note :

- **An Athlete is allowed to play three (3) individual events and one (1) team event.**
- **Each participating team can enter only a minimum of two (2) athletes and a maximum of three (3) athletes in each event.**
- **No crossing of events ( no cross sport)**
- There will be separate composition of Regional Screening Committee for Specials Games with chairman, vice chairman, 3 members and 1 secretary/encoder
- Tournament system for special games shall be in accordance with the regular events.
- There shall be a separate group of Technical Officiating Officials per event.
- The athletic uniform of athletes and officials for SPECIAL GAMES shall be the same with the uniform of regular events per division.
- Games for special events shall start at 6:00 to 7:30 in the morning and 4:00 to 6:00 in the afternoon. Except for Goal Ball and Boccee/Boccia having separate playing venues from regular events.
- There will be an OVER-ALL CHAMPION, FIRST RUNNER- UP , SECOND RUNNER- UP, THIRD RUNNER-UP , FOURTH RUNNER-UP , FIFTH RUNNER-UP , SIXTH RUNNER-UP & SEVENTH RUNNER - UP  
(Trophies are already in place)

**NUMBER OF MEDALS FOR SPECIAL GAMES**

A.VISUALLY IMPAIRED	BOYS			GIRLS			TOTAL NO. OF MEDALS
	G	S	B	G	S	B	
Athletics							
• 100M	1	1	1	1	1	1	6
• Standing Long Jump	1	1	1	1	1	1	6
• Shot put	1	1	1	1	1	1	6
Goal Ball	2	2	2	2	2	2	12
<b>B.MENTALLY CHALLENGED</b>							
Athletics							
• 100M	2	2	2	2	2	2	12
• 200M	2	2	2	2	2	2	12
• 400M	2	2	2	2	2	2	12
• 4X100	8	8	8	8	8	8	48
• Standing Long Jump	2	2	2	2	2	2	12
Boccee/Boccia	3	3	3	3	3	3	18
Swimming							
• Backstroke	1	1	1	1	1	1	6
• Freestyle	1	1	1	1	1	1	6
• Breaststroke	1	1	1	1	1	1	6
<b>C.ORTHO/AMPUTEE</b>							
Athletics							
• Shot put	1	1	1	1	1	1	6
Swimming(50m)							
• Backstroke	3	3	3	3	3	3	18
• Freestyle	3	3	3	3	3	3	18
• Breaststroke	3	3	3	3	3	3	18
<b>GRAND TOTAL</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>222</b>

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