



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region VII, Central Visayas  
**DIVISION OF BOHOL**  
City of Tagbilaran



January 8, 2016

**MEMORANDUM**

To : All Bohol Division Culture, Arts and Sports Specialist (BDCASS) and Coaches of 2016 CVIRAA Meet

From : **Wilfreda D. Bongalos, Ph.D., CESO VI**  
OIC, Schools Division Superintendent

Subject: Meeting of all BDCASS Members and Coaches of 2016 CVIRAA Meet

Date : January 8, 2016

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There will be a meeting of all members of BDCASS and Coaches of 2016 CVIRAA Meet on January 14, 2016, Thursday, 8:30am to 5:00pm at BPSTEA Building, Tamblot St., City of Tagbilaran.

The purpose of the meeting is to make a final preparation for the coming Central Visayas Regional Athletic Association (CVIRAA) Meet scheduled on February 7-13, 2016 in the City of Naga, Naga Cebu.

BDCASS members and coaches are advised to bring the following:

1. Final list of athletes, coaches, chaperons and trainers;
2. Credentials of athletes, coaches and chaperons;
3. Measurement of uniforms (sizes and sketch of left foot);
4. Training Program/Schedule by event (Pre-Training and Centralized Training)

Travelling expenses incurred by the participants relative to the attendance of the meeting shall be charged against School MOOE, or any other funds while lunch and one (1) snack shall be shouldered by the physical fitness/athletic funds subject to the usual accounting and auditing rules and regulations.

Please be guided accordingly.

  
**WILFREDA D. BONGALOS, Ph.D., CESO VI**  
Schools Division Superintendent 