

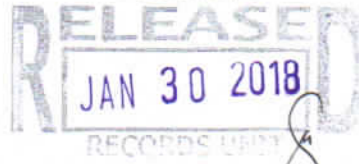


REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF EDUCATION**  
NATIONAL CAPITAL REGION  
**SCHOOLS DIVISION OFFICE – MARIKINA CITY**

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DIVISION OF CITY SCHOOLS  
MARIKINA



January 29, 2018

**MEMORANDUM TO:**

Chief Education Supervisors, SGOD & CID  
Elementary and Secondary School Principals  
Officers-In-Charge  
Public and Private Schools  
All Concerned

**CORRIGENDUM TO UNNUMBERED DIVISION MEMORANDUM DATED JANUARY 25, 2018  
(2018 NCR PALARO PREPARATIONS)**

The Send-Off Meeting for Athletes, Coaches & Chaperons shall be held on February 1, 2018, from 3:00 p.m. to 5:00 p.m. at Marikina Convention Center (MCC), Concepcion Dos, Marikina City instead of February 2, 2018 at Concepcion Elementary School (CES), Marikina City, for information and guidance.

All coaches & chaperons are instructed to bring their respective athletes at the venue on or before 2:30 p.m. The program will start at exactly at 3:00 o'clock in the afternoon.

The working committees' in-charge and speakers for the send-off program are still the same except that our City Mayor will be added in the program to grace the affair.

Likewise, the meeting for working committees minus coaches for NCR Palaro 2018 will be pushed through on February 1, 2018, from 8:00 a.m. to 11:00 a.m. at Sto. Nino Elementary School Audio Visual Room.

Concerned School Heads are highly requested to make necessary arrangements as regards their coaches' and athletes' classes to ensure that the time-on-task policy will not be violated.

Immediate and wide dissemination of this Memorandum is desired.

  
**SHERYLL T. GAYOLA**

Officer-In-Charge  
Office of the Schools Division Superintendent