




Republic of the Philippines  
Department of Education  
Region IV-A (CALABARZON)  
DIVISION OF CAVITE  
Trece Martires City



## MEMORANDUM

TO: Assistant Schools Division Superintendents  
Chiefs, CID and SGOD  
Education Program Supervisors/Public School District Supervisors  
Public Elementary and Secondary School Heads  
Educational Media Administrators Association of Cavite  
Elementary and Secondary School Teachers Concerned

FROM:   
CHERRYLOU D. DE MESA  
OIC, Schools Division Superintendent

SUBJECT: **ADDENDUM/CORRIGENDUM TO THE STCAA DOCUMENTATION TEAM FOR CAVITE**

DATE: February 5, 2016

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To mark out the final members and functions of the Cavite documentation team of the STCAA 2016, this Office provides specific activity assignments and sub-teams indicated in the attached list for reference of those concerned.

Travel and food expenses of the team members relative to the special functions in the aforementioned Regional activity shall be charged against local funds, canteen funds, Local School Board Funds subject to the usual accounting and auditing rules and regulations.

Teachers/Personnel serving on weekends and on the holiday are to be given compensatory leave credits.

Furthermore, School Heads concerned are requested to provide the needed materials of the assigned sub-teams for the specific days.

Immediate dissemination of this Memorandum is earnestly desired.

Enclosure No. 1 to the Addendum/Corrigendum to the STCAA Documentation Team for Cavite

Date	Activity	Venue	In-Charge	Team Leader
Feb. 6, 2016 (Saturday)	Solidarity Meeting	DLSU- Dasmariñas Grandstand	Jerry Punongbayan Marita Caparas Cherrylyn Hernandez	Jerry Punongbayan
Feb. 7, 2016 (Sunday)	Opening Program	DLSU- Dasmariñas Grandstand	Karen Coquilla Jerry Punongbayan	Jerry Punongbayan
Feb. 8, 2016 (Monday)	Game Proper	Different playing venues	Andro Besana Evangeline Suarez Joel Rolle Jerry Punongbayan Marita Caparas Karen Coquilla Annabelle Atienza Rea Mariel Perey Dave Michael Peji Aileen Barquilla Grace Favia Doreen Usaraga Wilbert Soriano Regine Catarroja Homer Bognot Cherrelyn Hernandez Theresa Obrero Raquel Dio Ma. Theresa Alano Teodulo Cruz Abigail Abarcar Princess Mercado Nerlito del Mundo	Jerry Punongbayan
Feb. 9, 2016	Game Proper	Different playing venues	Andro Besana Evangeline Suarez Joel Rolle Aileen Barquilla Grace Favia Nerlito del Mundo	Nerlito del Mundo
Feb. 10, 2016	Game Proper	Different playing venues	Annabelle Atienza Rea Mariel Perey Dave Michael Peji Abigail Abarcar Princess Mercado	Annabelle Atienza
Feb. 11, 2016	Game Proper	Different playing venues	Annabelle Atienza Rea Mariel Perey Dave Michael Peji Homer Bognot Teodulo Cruz	Annabelle Atienza
Feb. 12, 2016	Game Proper	Different playing venues	Jerry Punongbayan Marita Caparas Karen Coquilla Doreen Usaraga Wilbert Soriano	Karen Coquilla

			Regine Catarroja	
Feb. 2016	13, Game Proper/Closing Program	Different playing venues/ DLSU-Dasmariñas Grandstand	Raquel Dio Ma. Theresa Alano Teodulo Cruz Homer Bognot	Teodulo Cruz
In-Charge-Final Documentation Report			Rosalia B. anacay	
Chair			Wenifreda S. Diquit	