



Republic of the Philippines
OFFICE OF THE SECRETARY
Elliptical Road, Diliman
1100 Quezon City

13 April 2023

SPECIAL ORDER

No. 547

Series of 2023

SUBJECT: CREATION OF SPORTS AND RECREATION COMMITTEE FOR THE CONDUCT OF DA-SPORTSFEST AND OTHER RECREATIONAL ACTIVITIES FOR THE BENEFIT OF THE EMPLOYEES WITH THE THEME "MALUSOG NA PANGANGATAWAN, KAAGAPAY SA PAGSULONG NG MAGANDANG SERBISYONG PANSAKAHAN AT PANGISDAAN"

In the interest of service, a **Sports and Recreation Committee (SRC)** shall be created lead by the Department of Agriculture Employees' Association - Office of the Secretary Chapter (DAEA-OSEC) for the conduct of the Department's sportsfest and other recreational activities for the benefit of the employees with the theme: "**Malusog na Pangangatawan, Kaagapay sa Pagsulong ng Magandang Serbisyong Pansakahan at Pangisdaan**". The committee shall be composed of the following:

Chair:	ALVIN PAUL A. DIRAIN DAEA-President
Co-Chair:	AGUSTIN M. MANGANIP, JR. DAEA-BOD
Coordinators:	
	BERNARDO S. CUNANAN Basketball
	FAITH C. SOLIGUEN Volleyball
	LAURENZ MARVIN A. ROSALES Table Tennis
	ROBERTO F. BULAONG, JR. Badminton
	ATTY. ROLAND A. TULAY Futsal
	MARIPAZ A. BUNAGAN Zumba/Aerobics
	ALAN JAY B. JACALAN Dart
	RITCHIE D. ESPIRITU Other Recreational Activities

The Committee shall lead in the conduct of the sportsfest and other recreational activities of the Department. Specifically, the Committee shall:

1. Plan and prepare the schedule for the conduct of games and other recreational activities;
2. Coordinate with concerned DA units on the schedule and conduct of any sports or recreational activities;
3. Arrange venues for all the games and events to be conducted;
4. Prepare budgetary requirements;
5. Facilitate the hiring of the officials or referee for each games or event;
6. Collect registration fees (if necessary);

7. Ensure safety of all employees participating in each game or event; and
8. Safekeep all sports equipment for future use.

The regular schedule of games/events and venue will be the following:

ACTIVITY	SCHEDULE	VENUE
Basketball	Monday/Wednesday/ Friday (12nn-1:00pm) *	DA-PCAF GYM
	Monday / Thursday (4:00pm-7:00pm) **	
Futsal	Tuesday (5:00pm-7:00pm) **	
Volleyball	Wednesday (4:00 pm to 7:00 pm) **	
Badminton / Table Tennis	Tuesday/ Thursday (12nn am to 1:00 pm) *	
	Friday (4:00 pm to 7:00 pm) **	
Zumba / Aerobics	Tuesday (4:00pm-5:00pm) **	
Dart	Daily noon break and 4:00 pm onward	DAEA OFFICE

* can be extended for 20 minutes per Memorandum Circular No. 30 s. 1992

** After office hour

All personnel who will participate in the said sportsfest are entitled to avail of rehabilitation leave once injured during the conduct of the events pursuant to rule XVI, Section 55 (Leave of Absence) of the CSC Omnibus Rules Implementing Book V of E.O. 292.

All expenses incurred during the conduct of games or events shall be charged to the Sports and Recreation funds which may be sourced from the registration and other fees collected by the Committee.

This order shall take effect immediately.

DOMINGO E. PANGANIBAN
Senior Undersecretary



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