



**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
KAGAWARAN NG KAPALIGIRAN AT LIKAS NA YAMAN**



**JUL 02 2024**

**SPECIAL ORDER  
No. 2024 - 382**

**SUBJECT: CREATION OF SPORTS COMMITTEES AND THE  
CONDUCT OF THE 2024 DENR INTER-COLOR SPORTS  
TOURNAMENT**

In the interest of the service and pursuant to CSC Memorandum Circular No. 38 dated 30 September 1992 and in order to promote physical fitness among the employees of the Department, the DENR Inter-Color Sports Tournament 2024 is hereby authorized to be held from 15 July to 06 September 2024. Related to this, a Sports Committee is hereby created to be composed of the following:

Chairperson	Krystyne Gayle N. Ong - Office of the Undersecretary for Legal and Administration
Vice Chairperson	Atty. Primo Carlo S. Saraos - Office of the Undersecretary for Field Operations-Mindanao
	Emma C. Diez - Foreign Assisted and Special Projects Service
Members	Atty. Gino Leocadio S. Paje - Legal Affairs Service
	Atty. Mario Jayson R. Rabara- Legal Affairs Service
	Revihilda De Vera Cendaña - Administrative Service
	Atty Juris Ida T. Parojinog-Parel - Legal Affairs Service
	Atty. Paolo Gonzales - Legal Affairs Service
<b>Administrative, Finance and Logistics Committee</b>	
Head	Angelito Estrada - Administrative Service
Members	Jonathan Santiago - Administrative Service
	Rene Guerrero - Human Resources Development Service
	Enielbert E. Estefanio - Knowledge and Information Systems Service
<b>Ways and Means Committee</b>	
Head	Ma. Victoria Somera - Legislative Liaison Office
Member	Joseph Esperanza - Human Resources Development Service
	Cristina Marie P. Rubio - Office of the Secretary
	Hanah Marie R. Buguina - Office of the Undersecretary for Special Concerns and Legislative Affairs
<b>Refreshment and Support Committee</b>	
Head	Digna Cases - Administrative Service
Members	Lea dela Cruz - Legal Affairs Service
	Mark Angelo Lumbre - Legal Affairs Service

	Gloria M. Nimo - Financial Management Service
	Richard Sison - Manila Bay Coordinating Office
	Cecille Unarce - Administrative Service
	Nel James Aquino - Administrative Service
	Mary-Ivick Somera - Legal Affairs Service
	Camille R. Quitariano - Office of the Undersecretary for Legal and Administration
	Jacqueline R. Matias - Office of the Undersecretary for Legal and Administration
	Nero Tagnong - Administrative Service
	Roderic Leaño - Administrative Service
<b>Focal Point Persons for a specific sports category:</b>	
Basketball	Excel Angelo Bernardo - Legal Affairs Service
Volleyball (Men)	Alvin G. Quitariano - Office of the Undersecretary for Legal and Administration
Volleyball (Women)	Dianne G. Ibias - Administrative Service Atty. Juris Parojinog-Parel - Legal Affairs Service
Badminton	Aprilyn Magahis - Office of the Undersecretary for Legal and Administration
Chess	Lamberto Ramos - Administrative Service
Darts	Ericson De Leon - Financial Management Service Jonathan Santiago - Administrative Service
Mobile Legends	Enielbert E. Estefanio - Knowledge and Information Systems Service

The designated roles and responsibilities within the committee are as follows:

1. The Chairperson shall oversee the preparatory activities of different committees, ensuring the effective, efficient, and economical use of resources, and supervising the actual implementation of the activities.
2. The Vice Chairpersons are expected to provide comprehensive assistance to the Chairperson in all aspects of the event.
3. The Members shall be expected to fully engage in tournament coordination and various aspects of the event to ensure that all necessary arrangements are carried out.
4. The Ways and Means Committee shall be responsible for raising funds for the event, if necessary.
5. The Administrative, Finance, and Logistics Committee shall manage the administrative, financial, and logistical aspects of the event, including addressing the needs of focal point persons per sport.

6. The Refreshment and Support Committee shall provide general support for the event, selects and recommends food, and process necessary documents such as Purchased Requests and Attendance Sheets.
7. The Focal Point Person for a specific sports category is responsible for creating mechanics in accordance with the General Mechanics/Guidelines<sup>1</sup>, suggesting game schedules, and coordinating with team captains. Additionally, they will be in charge of managing and storing sports equipment.
8. Any disputes or conflicts arising during the games shall be resolved by the Sports Committee. The committee's decision will be final, irrevocable and binding.

All DENR officials and employees shall extend all possible assistance to the Sports Committee when necessary.

All expenses incurred shall be chargeable against DENR funds, subject to the usual accounting and auditing rules and regulations. The Chief, Training and Development Division, HRDS is authorized to sign purchase requests, vouchers, and other documents necessary in the disbursement and liquidation of funds. The Cashier Section of the Administrative Service shall designate a Special Disbursing Officer and the Administrative Service is likewise directed to provide all necessary assistance to the Sports Committee for the entire duration of the activity.

The entitlement to compensatory time-off and offsetting privilege of the committee members shall be subject to applicable laws, rules and regulations.

A report shall be submitted to the undersigned through the Human Resource Development Service (HRDS) - Training and Development Division (TDD), fifteen (15) days after the completion of the activity.

This Order shall take effect immediately and remain in effect until the duration of the event.

  
**AUGUSTO D. DELA PEÑA**  
Undersecretary

Organizational Transformation and Human Resources

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<sup>1</sup> Guidelines for 2024 Inter-Color Sportsfest

# GUIDELINES FOR 2024 INTER-COLOR SPORTSFEST

## I. Conduct and Sportsmanship

All participants and spectators are expected to maintain a high standard of sportsmanship and conduct<sup>1</sup>. Any form of unsportsmanlike behavior, including verbal abuse or physical altercations, will result in disciplinary action, which may include disqualification for the entire season. The Sports Committee will rule on any incident report.

## II. Team Composition

### Eligibility

1. For Basketball, Volleyball (men and women), and Badminton, each team must be composed exclusively of employees from the designated service or manpower agency, as specified in the team brackets provided by DENREU. Additionally, each team can only have one representative per sport.
2. Chess and Darts will be played individually due to the limited number of players.
3. To accommodate the numerous Mobile Legends players, the game will be played by office. Each office must have only one representative.
4. All participants/players must submit an accomplished 2024 INTER-COLOR SPORTSFEST WAIVER to participate in this event.

### Strict Adherence

Only the employees who are listed in the submitted rosters are allowed to play. No substitutions or additions are permitted outside the original list.

Please note that those who do not participate in the 2024 Inter-Color Sportsfest will not be allowed to compete in the upcoming Inter-Bureau Sportsfest.

### Hugot Players:

Players from other offices in the Central Office can join the team of another service, but they will then forfeit their chance to join their own service's other games. They are permitted to transfer to another team before the special order for players is issued. Once substitutions and other changes are made, they will be considered as a player of the team they are joining. However, the said player must **SECURE THE APPROVAL OF A MAJORITY OF THE FOCAL POINT PERSONS**. The Sports Committee Chairperson will issue a **WRITTEN NOTE OF NO OBJECTION** once approval is reached.

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### <sup>1</sup> CODE OF CONDUCT

1. Display good sportsmanship. Always respect players, coaches and officials;
2. Act appropriately; do not taunt or disturb other fans; enjoy the game together;
3. Cheer good plays of all participants;
4. Cheer in a positive manner and encourage fair play;
5. Help provide a safe and fun environment;
6. Support the referees and coaches by trusting their judgment and integrity.
7. Be responsible for your own safety - be alert to prevent accidents.
8. Be supportive after the game—win or lose. Recognize good effort, teamwork and sportsmanship.

**The teams shall be composed of the following:**

**A. Team 1**

Legal Affairs Service

**B. Team 2**

Administrative Service

**C. Team 3**

- i. Office of the Assistant Secretaries;
- ii. HRDS - Human Resource Development Service;
- iii. SMOTO - Strategy Management and Organizational Transformation Office;
- iv. FMS - Financial and Management Service;
- v. KISS - Knowledge and Information Systems Service;
- vi. CCS - Climate Change Service

**D. Team 4**

- i. PPS - Policy and Planning Service;
- ii. SCIS - Strategic Communication and Initiatives Service;
- iii. RBCO - River Basin Control Office;
- iv. FASPS - Foreign Assisted and Special Projects Service;
- v. ELEPS - Environmental Law Enforcement and Protection Service

**E. Team 5**

- i. Office of the Secretary;
- ii. Office of Undersecretaries;
- iii. MBCO - Manila Bay Coordinating Office;
- iv. IAS - Internal Audit Service;
- v. LLO - Legislative Liaison Office;
- vi. QMS - Quality Management Service.

**F. Team 6**

Janitorial and Security Staff

**III. Points System**

No overall champion therefore each sport will have a designated point system. The point allocation for each sport will be announced before the start of the sports fest.

**IV. Uniform Policy**

A player who does not wear their team uniform provided by DENREU will not be able to play/participate in that particular match.

**Uniform Color per team**

Team 1 – Red	Team 4 – Blue
Team 2 – White	Team 5 – Green
Team 3 – Black	Team 6 – Purple

There will be no limit on the number of players per sport but any excess as specified below shall pay their own uniform and follow the standard/prescribed guidelines.

<b>Basketball</b>	18 set per team
<b>Volleyball men</b>	12 set per team
<b>Volleyball women</b>	12 set per team
<b>Badminton</b>	8 set per team

<b>Darts</b>	Will be provided to all players
<b>Chess</b>	Will be provided to all players
<b>Mobile Legends</b>	8 shirts per team

## V. Scheduling and Punctuality

### Game Schedules and Attendance

All game schedules will be communicated to the teams in advance. All players will be promptly notified of any changes in the schedule.

Players are encouraged to be present at the game venue at least 10 minutes before the scheduled start time. Depending on the event, teams failing to appear within 15 minutes after the scheduled time will forfeit the match and full points shall be awarded to the opponent.

## VI. Equipment/Supplies

Basic equipment necessary for each sport (e.g., balls, nets, chessboards) will be provided. The focal point person of the said sports category shall be accountable for its safekeeping throughout the event and is obligated to return it to Atty. Mario Jayson A. Rabara, DENREU Board of Director, after the championship game. The team/players shall be responsible for any personal gear or accessories.

## VII. Dispute Resolution

Any disputes or conflicts arising during the games shall be resolved by the Sports Committee. The **committee's decision will be final, irrevocable and binding.**

In the event of conflict or disagreement, the committee is empowered to make decisions by a majority vote in a quorum. Quorum is strictly defined as the minimum number of voting members required to be present at a properly convened meeting, on 50% + 1 of members present.

## VIII. Health and Safety

All participants must ensure that they are medically fit to participate. Any health issues must be reported to the organizers in advance. First aid and emergency protocols will be in place for all events.

## IX. Updates and Announcements

Regular updates and announcements will be made through official channels and will be posted in online messaging apps. Focal point persons/team captains per sport per service shall be responsible for informing the players of any changes or important information including game schedules.

## X. Awards and Recognitions

Trophies, medals, and other awards will be presented to the winners and overall champion during the closing ceremony. Special awards may be given (categories are to be determined).

**2024 INTER-COLOR SPORTSFEST WAIVER FORM**

This Activity Waiver Form ("Waiver") dated this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**I. PARTICIPANT INFORMATION**

Full Name: \_\_\_\_\_

Date of Birth (day/month/year): \_\_\_\_\_

**II. DETAILS OF THE ACTIVITY**

Sport/Activity Participating in (indicate all): \_\_\_\_\_

**III. WAIVER AND RELEASE OF LIABILITY**

I, \_\_\_\_\_ (participant name), acknowledge the risks involved in sports and activities. I agree to release, indemnify, and hold harmless the DENR and DENREU Board of Directors from any liability, claims, and demands of whatsoever kind or nature, either in law or in equity, which arise or may hereafter arise from my participation in the sport/activity.

**IV. ASSUMPTION OF RISK**

I acknowledge the inherent risks involved in the sport/activity and choose to participate voluntarily. I assume full responsibility for any personal injury to myself and further release the organization for injury, loss, or damage arising out of my presence upon the facilities of the organization.

**V. MEDICAL AUTHORIZATION**

In the event of an emergency, I authorize the organization to secure emergency medical care or transportation (i.e., EMS) for myself. I agree to assume all costs of emergency medical care and transportation.

**VI. CONSENT**

I have read and understood this waiver and release form and agree to its terms.

\_\_\_\_\_  
SIGNATURE OVER PRINTED NAME

\_\_\_\_\_  
DATE