



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
OFFICE OF THE CHIEF MINISTER
BANGSAMORO SPORTS COMMISSION
THE COMMISSION PROPER



MEMORANDUM CIRCULAR

No. 001-2024
8 Dhu'l-Qi'dah 1445 AH
16 May 2024

TO : ALL HEADS OF MINISTRIES, AGENCIES, AND OFFICES, OF THE BANGSAMORO GOVERNMENT, ALL DIVISIONS OF THE BANGSAMORO SPORTS COMMISSION, AND ALL OTHERS CONCERNED

SUBJECT : IMPLEMENTING GUIDELINES ON GRANTING OF FINANCIAL ASSISTANCE FOR BANGSAMORO ATHLETE/S COMPETING IN NATIONAL AND INTERNATIONAL SPORTS EVENTS

1.0 PURPOSE:

To prescribe implementing guidelines for the grant, funding and appropriation of financial assistance for the Bangsamoro athlete/s competing in National and International Sports Competitions, pursuant to the BSC Policy No. 001-2024, otherwise known as FINANCIAL ASSISTANCE FOR BARMM ATHLETES;

2.0 MANDATE

All heads of Ministries, agencies, and offices, of the Bangsamoro Government are hereby enjoined to support, adhere, and abide by the BSC Policy No. 001-2024.

In particular, all divisions of the Bangsamoro Sports Commission, insofar as their respective mandates herein provided, are likewise hereby enjoined to faithfully implement the Policy. They shall be held liable for any and all payments and allocations not in accordance with the provisions hereof;

3.0 POLICY OVERVIEW

It shall be the policy of the Bangsamoro Sports Commission to grant financial assistance to Bangsamoro athletes competing in various national and international competitions as official delegates of the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) for national level competitions and the Philippines for international competition.

4.0 FINANCIAL ASSISTANCE

As per section 4 of the Policy, the following shall be the coverage of the financial assistance:

4.1 FOR INTERNATIONAL AND NATIONAL COMPETITIONS:



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Sporting Venue	Individual	Less than five	Five to Ten*
World-Level	₱ 50,000.00	The amount for individual shall be divided equally	25% each Team Member
Asian-Level	₱ 40,000.00		
Southeast Asian-Level	₱ 30,000.00		
National	₱ 20,000.00		

* For competitions with ten (10) or more participants per team, the team shall receive a maximum amount equivalent to ten (10) members, and shall be equally divided.

4.2 AUTHORIZED REPRESENTATIVE/S

Shall be responsible for ensuring that the grant of assistance is delivered to individuals and teams. They should also collect acknowledgement receipts from the beneficiaries, which must be submitted to the commission. This process helps to ensure transparency and accountability in the distribution of assistance.

Note: The commission shall have the discretion to allocate the maximum amount of financial funds for each sporting event.

4.4 HOSPITALIZATION or MEDICAL ASSISTANCE

In case of hospitalization or any case in need of medical attention, the Bangsamoro Sports Commission shall reimburse the medical treatment procedure expenses of an athlete for injuries suffered during the competition: Provided, that the cash assistance shall be based on the approved budget of the commission.

The BSC shall shoulder an amount not exceeding Fifty Thousand Pesos (PhP. 50,000.00) for National competitions, and not exceeding One Hundred Thousand Pesos (PhP. 100,000.00) for international competitions.

5.0 QUALIFICATIONS OF BENEFICIARIES - The Athlete/s must be:

5.1 For Athletes representing the Philippines in International Sports Competitions, the following qualifications shall be sufficient to avail financial assistance and hospitalization and medical assistance, to wit:

- a. Bangsamoros or their descendants, however distant in degree, who were born in or outside BARMM, and currently living in or outside the region.



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5.2 On the other hand, for Athletes representing BARMM in National Sports Competitions, the following shall be sufficient to avail financial assistance and hospitalization and medical assistance, provided that they will actually represent the city, municipality and province under BARMM either as an individual athlete or as a member of an athletic team and/or contingent for national level competition:

- a. Bangsamoros or their descendants, however distant in degree, who were born in or outside BARMM, and currently living in or outside the region.
- b. a settler in BARMM for a minimum of six (6) months;

Note: These qualifications ensure that the individuals have a connection to BARMM, either through birth, residence, or ancestry, to be eligible as beneficiaries.

6.0 IMPLEMENTING BODY

It is the main function of the Regulatory, Promotion, and Coordination Division (RPCD) of the Bangsamoro Sports Commission to ensure that the provisions of the Policy are faithfully implemented, and that the grantee/s have satisfactorily complied with the basic requirements in the Policy.

6.1 AVAILING REQUIREMENTS

The RPCD shall ensure that the following requirements are completed and submitted, to wit:

- a. For Financial Assistance
 1. Letter of Request
 2. Endorsement of the Commissioner of the Bangsamoro Sports Commission from their respective Provinces of BARMM, through their Provincial Sports Coordinator.
 3. 2 Copies of Valid ID of the Individual Athlete, or 2 Valid IDs per Athlete, if request is made by team;
 4. Barangay Certificate/Barangay Certificate of Indigency;
 5. Authenticated Certificate of Live Birth;
 6. Certification from Office of the Settler Community (if settler)

Note: The foregoing requirements shall be submitted upon requesting financial assistance before the commission.

- b. For Medical Assistance

If admitted/confined:

1. Medical Certificate
2. Hospital Bill
3. Valid I.D of the athlete/s and authorized person
4. Authorization Letter (if necessary)

For out-patient:

1. Medical Prescription
2. Official Receipt/s, Laboratory Test
3. Valid I.D of the athlete/s and authorized person



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6.2 As to Evaluation Process, the RPCD shall follow the process provided below, to wit:

- a. **COORDINATION** - The Regulatory, Promotion, and Coordination Division shall thoroughly verify the legitimacy of the events where the athletes shall participate in national and international competitions and shall ask for the list of the official delegates from BARMM.
- b. **DOCUMENTS**- All documents submitted shall be verified by the above division and subject for confidentiality.
- c. **CERTIFICATION** - The same shall certify the qualified athlete/s upon substantial compliance with all the requirements set forth in this circular.
- d. **MONITORING** - The same shall also monitor the status of the athlete/s who received such financial assistance to ensure their participation in the National and International Competition.

7.0 REPORTORIAL REQUIREMENTS AND NON-COMPLIANCE THEREWITH

Athletes who have benefited from financial assistance are required to furnish evidence of their participation in competitions as part of the documentation process.

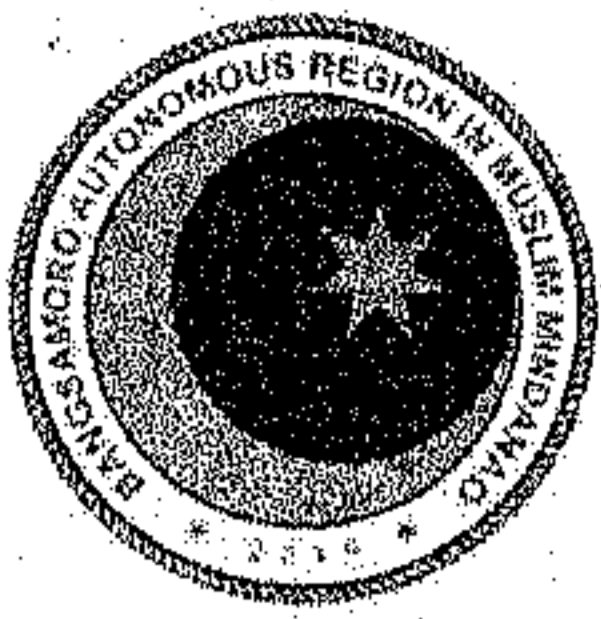
To fulfill this requirement, recipients are expected to submit the following documentation:

- a. **POST TRAVEL ACCOMPLISHMENT REPORT** - A comprehensive report detailing the athlete's experiences during the competition, including event names, dates, locations, individual performances, and any notable achievements. This report serves as a narrative account of the athlete's participation and a collection of photographs captured during the competition that vividly depict the athlete's presence and engagement in the event. These images serve as visual proof of the athlete's participation.
- b. **CERTIFICATE OF PARTICIPATION OR CERTIFICATE OF APPEARANCE** - An official certificate issued by the event organizers or relevant governing body confirming the athlete's active involvement in the competition, including the official game result duly signed by the Tournament Manager/Director. This certificate provides an official validation of participation.

Note: By submitting these documents, athletes can substantiate their involvement in post-travel competitions, ensuring transparency and accountability in the use of Financial Assistance herein provided.

7.1 As to non-compliance of the reportorial requirements, the following shall be in order:

- a. **FAILURE TO COMPLY WITH THE REPORTORIAL REQUIREMENTS** - Athlete/s who have failed to comply with the above reportorial requirements will be required to return the monetary amount received within the period of Thirty (30) days from the date of scheduled competition, regardless of whatever reason or any justification as may be presented or alleged thereof.
- b. **FAILURE TO COMPLY WITH THE PRESCRIBED PERIOD** - Athlete/s who



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- amount they received, the Commission shall file legal actions against them. They shall be considered as block-listed from requesting before the Commission.
- c. **RESPONSIBLE PERSONNEL ON FILING LEGAL ACTIONS** - The filing of legal actions against the athlete/s who violated the prescribed period of returning the financial assistance received, shall be facilitated by the Regulatory, Promotion and Coordination Division.

Note: Failure to submit the requirements to avail the financial assistance shall automatically disqualify the individual as beneficiary.

8.0 MISCELLANEOUS PROVISIONS

8.1 CONTRACT BETWEEN THE ATHLETE/S AND THE BSC

The Athlete/s who requested financial assistance shall execute and sign a contract with the BSC, represented by the Executive Director, to ensure the security of the financial assistance to be given.

8.2 NON-ATTENDANCE OF THE ATHLETE/S IN THE COMPETITION

- a. Athlete/s who has/have received financial assistance but failed to attend in the competition will be required to return the monetary amount that they received within the period of Thirty (30) days from the date of scheduled competition, regardless of whatever reason or any justification as may be presented or alleged thereof.
- b. **FAILURE TO COMPLY WITH THE PRESCRIBED PERIOD** - Athlete/s who failed to comply within the above prescribed period, the Commission shall file legal actions against them. They shall be considered as block-listed from requesting before the Commission.
- c. **RESPONSIBLE PERSONNEL ON FILING LEGAL ACTIONS** - The filing of legal actions against the athlete/s who violated the prescribed period of returning the financial assistance received, to be facilitated by the Regulatory, Promotion and Coordination Division.

8.3 FALSIFICATION AND FRAUD

Any Athlete or his/her authorized representatives who deliberately fabricate relevant documents or make any misrepresentation thereof, to make it appear as authentic or true, including the act of forging of signatures, making false statement, for the purpose of achieving, gaining, or obtaining money, or to secure personal or business advantages, to the damage of the commission or any of its divisions, shall be held liable for such acts and shall be penalized in accordance with law, and when necessary, shall consequently be blacklisted indefinitely from requesting financial assistance from the commission.

8.4 LIMITATION

Athlete/s who requested financial Assistance for more than Four (4) times within a calendar year shall be restricted thereof for purposes of equal opportunity to be provided for the other athlete/s of the BARMM. This provision is also provided in order to prevent



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an abuse of rights and privileges of the athlete/s. Subject for the approval of the commission proper.

9.0 DEFINITION OF TERMS — As used in this policy, the following terms shall mean:

9.1 “BANGSAMORO ATHLETES” - refers to Bangsamoros or their descendants, however distant in degree, who were born in or outside BARMM, and currently living in or outside the region and/or is a member of a duly recognized or accredited athletic organization or delegation in the region, and who represents the city, municipality and province under BARMM either as an individual athlete or as a member of an athletic team and/or contingent for national level competition and the Philippines for international competitions.

9.2 “INTERNATIONAL COMPETITION” - refers to any game/sporting event/activity staged in any sporting venue/forum, bearing an international character or nature, and participated in by athletes from various different countries. It includes sporting events such as:

a. Regular major competitions such as the Summer Olympic Games, Winter Olympic Games, Asian Games, Asian Winter Game/s, Southeast Asian (SEA) Games, Youth Olympic Games, Paralympic Games, Asian Park Games, Asian Indoor and Martial Arts Games, Asian Beach Games and Association of Southeast Asian Nations (ASEAN) Para Games;

b. World-level championships held at least every two (2) years with at least forty-five (45) countries participating by sport;

c. Qualifying competitions for World-level games with at least ten (10) countries participating;

d. Asian-level competitions held at least every two (2) years with at least twenty-five (25) countries participating by sport; and

e. Other similar International Competitions.

9.3 “NATIONAL COMPETITION” - refers to any game/sporting event/activity, or competition organized by the Philippine Sports Commission and Department of Education, such as, State Universities and Colleges Athletic Association (SCUAA), Private Schools Athletic Association (PRISAA), ROTC Games, and other similar National Competitions.

9.4 “FINANCIAL ASSISTANCE” - refers to financial or monetary support granted to athletes who will be representing the Bangsamoro region in any national and international competition, including hospitalization expenses, if any, incurred during the said competitions: Provided, that the availing requirements are complied with;

9.5 “LETTER REQUEST” - Refers to a formal written communication or document requesting financial assistance from the Commission stating therein the specific event to



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9.6 "PROOF OF COMPETITION" - Refers to letter of invitations, documentary evidence, or official communications received which demonstrate the existence of sports competition;

9.7 "ATHLETES PROFILE" - Refers to a comprehensive summary of an individual athlete's background;

9.8 "BANGSAMORO DESCENDANTS"- Refers to Bangsamoro descendants, however distant in degree, who were born in or outside BARMM, and are currently living in or outside the region;

9.9 "SETTLERS" - Refers to those who are not inhabitants of the Bangsamoro Autonomous Region, but who came to permanently reside therein, after completing the prescribed period defined in this policy.

Any terms not explicitly defined herein shall be interpreted according to their customary meaning in line with the purpose of this policy.

10.0 FUND SOURCE

To implement the Provisions of the Policy, funds shall be sourced from the approved budget of the Bangsamoro Sports Commission, and subject to increase as may be needed for the succeeding years, and availability of funds, in accordance with the existing auditing rules and regulations thereof.

11.0 POST EVALUATION

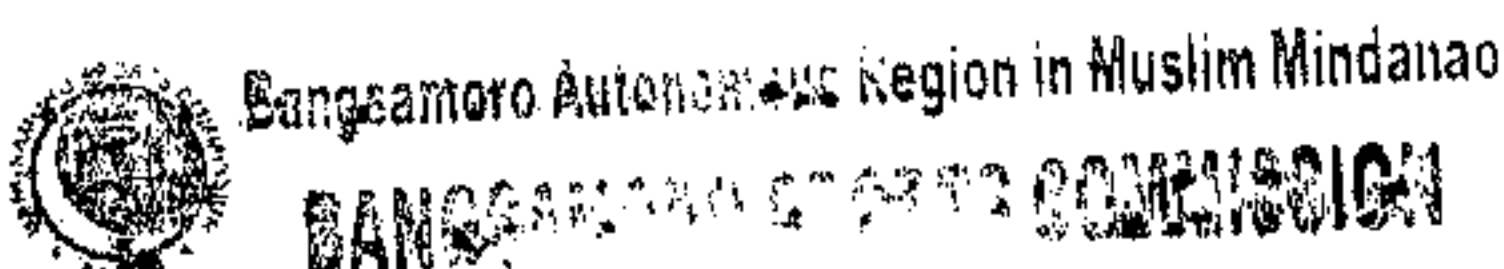
The Office of the Secretariat shall provide an annual financial report in accordance with the implementation of this Policy. The annual report shall contain the breakdown of the expenses incurred by the Commission spent for performance incentives of the athlete/s who represent the BARMM in any national and international competitions mentioned in this Policy.

12.0 PERIODIC REVIEW

The Commission Proper with the Secretariat of the Commission shall jointly review this Memorandum Circular in the 4th quarter of the fiscal year as approved by the commission.

13.0 EFFECTIVITY

This Circular shall take effect immediately and shall remain in force until superseded by new guidelines.



MAY 17 2024

RELEASED


HON. ARSALAN A. DIAMAODEN, Ph.D.
Chairperson