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| Policy No: | ACA-POL-ATH-0001 |
| Policy Title: | Recruitment, Hiring and Retention of Coaches and Trainers |
| Implementation Procedure: | ACA-PROC-ATH-0001 Procedure in Recruiting Coaches and Trainers ACA-PROC-ATH-0002 Procedure in the Renewal of Contracts of Coaches and Trainers |
| Date of Issuance: | S.Y. 2010 to 2011 |
| Effectivity: | S.Y. 2010 to present |
| Page Number: | One (1) |
| Office of Origin: (Policy Expert) | Athletics Department |
| "Supersedes" Notification: | |
| Purpose of Policy: | The policy aims to define the Colegio's terms and conditions in the recruitment of all coaches and trainers. |
| Detailed Policy Statement: | <ul style="list-style-type: none"> • Applicants for trainers and coaches should observe the recruitment and hiring procedures implemented by the Human Resources Department. • All coaches and trainers are hired on a contractual basis. • Performance review and appraisal system shall be conducted to all coaches and trainers. This shall serve as a basis in determining their reappointment. • All coaches and trainers are considered as employees. Hence, all the other terms and conditions in the Employee Manual shall apply to them. |
| Applicability: | All coaches and trainers |
| Policy Approval Authority: | Athletics Moderator |
| Related Policies or References | |
| Definition: | |
| Prepared by | Planning, Funding and Development Office |
| Approved by |  Fr. Victor Calvo, O.P. |
| Date of Approval | |

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