



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

August 30, 2024

REGIONAL MEMORANDUM

No. **1009** s. 2024

SUBMISSION OF COMPLETE UTILIZATION REPORT OF ALL DOWNLOADED FUNDS UNDER THE PALARONG PAMBANSA-PHYSICAL FITNESS AND SCHOOL SPORTS FUND 2024

To: Schools Division Superintendents
Division Sports Officers
Regional Sports Officer
All Others Concerned

1. Attached is Memorandum No. OM-OUOPS-2024-06-06826 titled Submission of Complete Utilization Report of all Downloaded Funds under the Palarong Pambansa-Physical Fitness and School Sports Fund 2024 dated August 22, 2024.
2. The report shall be submitted to the Palarong Pambansa Secretariat through the email address paparong.pambansa@deped.gov.ph.
3. Immediate dissemination of and compliance with this Memorandum are desired.

EVELYN R. FETALVERO CESO IV

Regional Director

DEPARTMENT OF EDUCATION
RECORDS SECTION, REGIONAL OFFICE NO. VIII



Enclosures: As stated

References: As stated

To be indicated in the Perpetual Index under the following subjects:

FUNDS

SCHOOL SPORTS

UTILIZATION

ESSD-ABL



Address: Government Center, Candahug, Palo, Leyte
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Email Address: region8@deped.gov.ph
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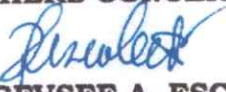


Republika ng Pilipinas
Department of Education
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

OM-OUOPS-2024-06-06826

TO : **REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL SPORTS OFFICERS
DIVISION SPORTS OFFICERS
ALL OTHERS CONCERNED**

FROM : 
ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

SUBJECT : **SUBMISSION OF COMPLETE UTILIZATION REPORT OF ALL
DOWNLOADED SUPPORT FUNDS UNDER THE PALARONG
PAMBANSA - PHYSICAL FITNESS AND SCHOOL SPORTS
FUND 2024**

DATE : **AUGUST 22, 2024**

As per the **Guidelines on the Utilization of Fund Support to Regions and Divisions for the Conduct of and Participation to the Lower Athletic Meets Leading to Palarong Pambansa**, dated 19 April 2023, Article III states that, "The Regional and Division Budget Officers, in coordination with the Regional and Division Sports Officers, should submit the documentation and report on the utilization and monitoring of fund support to the Palarong Pambansa Secretariat at email address palarong.pambansa@deped.gov.ph, thirty (30) days after the national event has concluded".

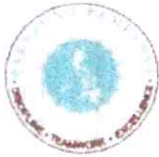
In this connection, all are hereby instructed to submit the above-mentioned reports on or before **August 28, 2024**.

For further information on the matter, the Palarong Pambansa Secretariat Office can be reached through email address palarong.pambansa@deped.gov.ph or telephone number (02) 8687 4146.

For your appropriate action.

Thank you very much.

rbl_Letter_to_RDS_Utilization Report_Aug22 August 22, 2024



GUIDELINES ON THE UTILIZATION OF FUND SUPPORT TO REGIONS AND DIVISIONS FOR THE CONDUCT OF AND PARTICIPATION TO THE LOWER ATHLETIC MEETS LEADING TO PALARONG PAMBANSA 2023

I. Rationale

The *Palarong Pambansa* was institutionalized as the premier national sporting event by virtue of Republic Act (RA) No. 10588, otherwise known as *Palarong Pambansa Act of 2013*.

Likewise, the Department of Education (DepEd) issued DepEd Order (DO) No. 43, s. 2016 entitled *Implementing Rules and Regulations of the RA 10588*. These are policies and guidelines that mandate the Department to support programs that will improve and promote the *Palarong Pambansa* as the primary avenue for providing in-school sports opportunities to improve physical, intellectual, and social well-being of the youth.

The *Palarong Pambansa* program aims to:

- a. promote Physical Education and sports as an integral part of the Basic Education curriculum for holistic development of the youth;
- b. inculcate the spirit of discipline, teamwork, excellence, fair play, solidarity, sportsmanship, and other values inherent in sports;
- c. promote and achieve peace by means of sports;
- d. widen the base for talent identification, selection, recruitment, training and exposure of elementary pupils and secondary students to serve as a feeder to the national sports associations (NSAs) for international competitions; and
- e. provide a data base for a valid and universal basis to further improve the school sports development programs.

On November 8, 2022, the *Palarong Pambansa* Board passed Resolution No. 2022-006 adopting the Modified Competition Format for the 2023 *Palarong Pambansa*, highlighting the Pre-National Qualifying meet as additional tier in the multi-level competitions.

To ensure the effective staging of the *Palarong Pambansa* and other lower meets, the provision of financial support to the regional and division delegations is deemed necessary to defray expenses for the hosting and participation to the said competitions.

II. Downloading of Funds

1. Funds shall be downloaded to regions and divisions, and shall be utilized for the conduct of, participation to the lower athletic meets and other activities leading to *Palarong Pambansa 2023*.
2. The funds downloaded to the **regional offices (ROs)** shall be used for the Regional, Pre-National Qualifying Meets, and *Palarong Pambansa*. Specifically, the financial support shall only be utilized for the following **activities**:
 - Hosting/Conduct of the Regional Athletic Association (RAA) Meet, Pre-National Qualifying Meet and the *Palarong Pambansa*
 - Conduct of the competition
 - Capacity building activities for technical officials and tournament managers
 - Conduct of RAA pre- and post-conferences and evaluation of the event
 - Participation to the RAA Meet, Pre-National Qualifying Meet and *Palarong Pambansa*.
 - In-house training of athletes (concentration training)
 - Capacity building activities for coaches and team officials, including child protection officer, DRRM officer, health personnel, etc

The following are **eligible expenses** for the utilization of the Fund Support for the RO:

- Sports apparel, supplies and materials;
- Venue and transportation rentals;
- Transportation expenses including fuel and lubricants;
- Food expense;
- Insurance, health, medical and hospitalization-related expenses;
- Cash incentives;
- Honoraria/professional fee for non-DepEd personnel technical experts and adjudicators based on the existing guidelines set by the Department of Budget and Management (DBM); and
- Other operating expenses and administrative-related expenses of the Regional and Pre-National Qualifying Meets, and participation to the Regional and Pre-National Qualifying Meets, and the *Palarong Pambansa*.

Similarly, the funds downloaded to the **schools division offices (SDOs)** shall be used for the hosting of Division Meets and/or participation to the Regional Meet. Only the following **activities** are allowed for the utilization of the FS for the SDO:

- **Hosting/Conduct of Division Meet**
 - **Conduct of the Division Athletic Association (DAA) Meet**
 - **Capacity building activities for technical officials and tournament managers**
 - **Conduct of DAA pre- and post-conferences and evaluation of the event**

- **Participation to the Regional Meet**
 - **In-house training of athletes (concentration training)**
 - **Capacity building activities for coaches and team officials, including child protection officer, DRRM officer, health personnel, etc.**

The following are **eligible expenses** for the utilization of the Fund Support for the SDO:

- **Sports apparel, supplies and materials;**
- **Venue and transportation rentals;**
- **Transportation expenses including fuel and lubricants;**
- **Food expense;**
- **Insurance, health, medical and hospitalization-related expenses;**
- **Cash incentives;**
- **Honoraria/professional fee for non-DepEd personnel technical experts and adjudicators based on the existing guidelines set by the Department of Budget and Management (DBM); and**
- **Other operating expenses and administrative-related expenses of the Division Meet and participation to the Regional Meet.**

3. Fund support is computed based on the official number of qualified athletes and team officials. In the case of fund support for the regional participation to the *Palarong Pambansa*, it shall be downloaded in two (2) tranches after satisfying the following conditions:

1st Tranche. The fund support shall cover uniform, food and travelling expenses of delegations for the following events: qualifiers for measurable sports (Athletics, Swimming and Archery), regional winners in individual events (Billiards, Chess, 4 Gymnastics disciplines, Badminton, Table Tennis, and Tennis), winners in Combative events (Arnis, Boxing, Taekwondo, Wushu, and Wrestling), and demonstration sports (Dancesports and Pencak Silat). The said funds may be downloaded upon submission of the confirmed list of qualifiers by the region after the conduct of their regional meet.

In addition, funds for miscellaneous expenses, sports supplies and equipment and reproduction of Palarong Pambansa Blue Book shall also be downloaded.

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2nd Tranche. The final list of team sports qualifiers will only be available after the pre-national qualifying meet hence downloading of funds may only happen after the identification of qualifiers for the *Palarong Pambansa*. The events for team sports include Basketball, Baseball, Football, Futsal, Sepak Takraw Softball, and Volleyball.

4. The schools division offices may use the unutilized or remaining fund support intended for the conduct of the Division Meet for their participation to the regional meet. Similarly, the unutilized fund support of the regional offices intended for the conduct of the Regional Meet may augment expenses on their participation to the pre-national qualifying meet and the *Palarong Pambansa*.

III. Documentation and Reporting of Fund Utilization

The regional and division budget officers, in coordination with the regional and division sports officers, should submit the documentation and report on the utilization and monitoring of fund support to the *Palarong Pambansa* Secretariat at email address palarong.pambansa@deped.gov.ph, thirty (30) days after national event has concluded.

All expenses shall be subject to the usual budgeting, accounting, auditing, and procurement rules and regulations. Misuse and/or mismanagement of these funds for the purpose of other than those authorized in this guidelines is strictly prohibited. Any violation committed by any individual or group will be dealt with in accordance with the existing government accounting and auditing rules and regulations.

The judicious utilization of the fund is expected. Obligation, implementation, and payment shall be compliant with the Executive Order (EO) No. 91 titled *Adopting the Cash Budgeting System Beginning Fiscal Year 2019, and for Other Purposes*.

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