



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

October 22, 2024

REGIONAL MEMORANDUM

No. **1341** s. 2024

**MONITORING AND VALIDATION ON THE PROCUREMENT OF SPORTS
SUPPLIES, MATERIALS, AND EQUIPMENT UNDER SPORTS
SEED PROGRAM FOR FY 2023-2024**

To: Schools Division Superintendents
Division Sports Officers
RO Functional Division Chiefs
All Others Concerned

1. This Office, through the Education Support Services Division (ESSD) will conduct an on-site monitoring and validation on the procurement of sports material and equipment under Sports Supplies and Equipment Enhancement Distribution Program (SSEED) on November 2024 – December 2024.
2. The School Head in coordination with the Division Sports Officer shall prepare the list of procured sports materials and equipment.
3. The table shows the School Division Offices with their respective Schools who received the downloaded funds:

No.	School Division Office	Schools
1.	Division of Catbalogan	Catbalogan V Central Elementary School Cagulsan Elementary School Samar National School
2.	Division of Eastern Samar	Taft National High School Llorente National High School Taft Central Elementary School Dolores Central Elementary School Maydolong Central Elementary School Llorente Central Elementary School Dolores National High School
3	Division of Northern Samar	San Jose Technical High School
4.	Division of Samar Western	Guinsorongan National High School
5.	Division of Leyte	Alangalang National High School Bato School of Fisheries



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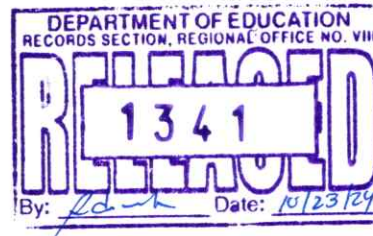


		Burauen Comprehensive National High School Dr. Geronimo B. Zaldivar Memorial School of Fisheries Dulag National High School Isabel National High School Kananga National High School -Main Macarthur National High School Mahaplag National High School- Upper RA 7047 San Isidro National High School
6.	Division of Ormoc City	New Ormoc City National High School

4. Travel expenses incurred relative to the conduct of the activities shall be charged to the downloaded funds with Sub- ARO # OSEC-8-23-5998 and OSEC-8-24-4208, subject to existing accounting and auditing rules and regulation.

5. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III
 Regional Director



Enclosures: DepEd Memorandum OM-OUOPS-2024-02040

References: Summary of Division Allocation of PSF & list of recipient schools.

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

EQUIPMENT

MATERIALS

SPORTS

ESSD-MJDR



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Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

OM-OUOPS-2024-10 - 02040

TO : **Regional Directors**
Assistant Regional Directors
Schools Division Superintendents

FROM : **ATTY. REVSEE A. ESCOBEDO**
Undersecretary for Operations

ANNALYN M. SEVILLA
Undersecretary for Finance

SUBJECT : **Guidelines on Program Support Fund for the Procurement of Sports Supplies Materials and Equipment for School Sports Club under SSEEDP for Fiscal Year 2024**

DATE : **May 17, 2024**

This has reference to the School Sports Supplies Materials and Equipment Enhancement Distribution Program (SSEEDP) of the Bureau of Learners Support Services - School Sports Division (BLSS-SSD) for the procurement of Sports Supplies and Equipment for the implementation of School Sports Club.

Contribute to Philippine Development Plan 2023-2028 MATATAG Agenda that says "TAke good care of learner's well-being, inclusive education, and a positive learning development, and the Adoption of Basic Education Development Plan 2030 (BEDP 2030) also known as DepEd Order No. 24, s. 2022 highlighted Learners' Resiliency and Well-Being. And as provided for in DECS Order no 35, s. 1996 or the Revised BPESS Program, Sports Support Service, the Sports Supplies and Equipment Enhancement Distribution Program (SSEEDP). The Regional Office (RO), Schools Division Office (SDO) and School-Recipients shall receive the Program Support Fund for Sports Supplies Materials and Equipment for Fiscal Year 2024 through the issuance of Sub-Allotment and Release Order (Sub-ARO).

See attached on the following information: Target Recipients, Funding Requirements, Eligible Expenses, Utilization of Program Support Fund, Roles and Responsibilities, and Monitoring and Evaluation.



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Doc. Ref. Code	OM-OUOPS	Rev	01
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Certificate No. PIP 0201

The DepEd Central Office (CO), through the Bureau of Learner Supports Services – School Sports Division (BLSS-SSD) shall regularly monitor the program implementation and fund utilization by the ROs, SDOs, and recipient-Schools through a consolidated utilization and implementation report.

The Regional Sports Officers shall submit to the BLSS-SSD a consolidated utilization report duly signed by Regional Director to be submitted through blss.ssd@deped.gov.ph.

For more information, all concerned may contact the BLSS-SSD via email address or at telephone number (02) 8362-02-06.

Immediate dissemination of and compliance with this memorandum is desired.



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**TARGET RECIPIENTS, FUNDING REQUIREMENTS, ELIGIBLE EXPENSES,
UTILIZATION OF PROGRAM SUPPORT FUND, ROLES AND RESPONSIBILITIES,
AND MONITORING AND EVALUATION**

I. Target Recipients:

The criteria used for the identification of the recipient-schools was based on the registered schools in the BLSS-SSD data based as follows:

- a. registered their existing Sports Club/s and found in the SSD Directory;
- b. accomplished and submitted sports club profile/registration forms (Form SSC.1 and Form SSC.2) signed by their concerned superior/s;
- c. with qualified personnel to handle the Sports Club;
- d. has available playing facilities such as covered court/multi-purpose hall, vacant space, open field for physical activities; and
- e. actively participates in any sports activities.
- f. Schools that were successful beneficiaries of the first and second batch of the SSEED Program are ineligible to be recipients of the Program for its succeeding batches.

II. Funding Requirement:

The funding for the procurement of Sports Supplies Materials and Equipment for School Sports Club shall be sourced from the FY 2024 Physical Fitness and School Sports (PFSS) Funds.

A total amount of **Php 142,240,000** shall be downloaded to the Regional Offices and Schools Division Offices through Sub-Allotment Release Order (Sub-ARO) from Central Office (CO) to the Regional Offices (ROs) and School Division Offices (SDOs).

Each ROs shall receive Sixty Thousand pesos (**Php 60,000.00**) while the SDOs shall receive One Thousand Five Hundred pesos (**1,500.00**) for each qualified recipient-school, to cover transportation and other expenses as part of their function in ensuring the smooth implementation of the program.

The Selected recipient-school in the Province/City Division Shall receive Fifty Thousand pesos (**Php 50,000.00**)

III. Eligible Expenses

The list of sports supplies, equipment and materials with minimum technical specifications per sports event eligible for procurement are recommended. In case some items in the given list are already available in their respective Sports Clubs, other needed sports item could be procured.

The procurement of semi-expendable tangible assets shall below the capitalization threshold of fifty thousand pesos (50,000.00), as prescribed in the Government Accounting Manual.

IV. Utilization of Program Support Funds

The utilization of this fund shall be subject to the standard budgeting, accounting and auditing rules regulations, and the Government Procurement Reform Act (R.A. 9184)

The FY 2024 current funds provided herein shall be valid for the obligation and disbursement until December 31, 2025.

The judicious utilization of the fund is expected. Misuse and/or mismanagement of these funds for the purposes other than those authorized in this set of guidelines is strictly prohibited. Any violation committed by any individual or group will be dealt with in accordance with existing government accounting and auditing rules and regulations.

V. ROLES AND RESPONSIBILITIES:

1. The Central Office shall:
 - a. **formulate** guidelines on the implementation of the FY 2024 SSEED Program;
 - b. **facilitate** the downloading of financial assistance for the procurement of sports supplies and equipment; and
 - c. **conduct** the monitoring of procurement of sports supplies and materials/fund utilization of Schools Division Offices in coordination with the Regional Sports Officers and Division Sports Officers, as part of its mandated functions and responsibilities.
2. The Regional Office shall:
 - a. **ensure** that the Regional Sports Development Program is aligned with their Comprehensive Schools Sports Program – School Sports Club;
 - b. **provide** technical assistance for School Division Offices in the implementation of sports programs;
 - c. **monitor** the implementation of FY 2024 SSEED Program; and
 - d. **submit** the analyzed results of the conducted monitoring and evaluation activity to the Central Office through email at blss.ssd@deped.gov.ph duly signed by the Regional Director.
3. The Schools Division Office shall:
 - a. **submit** the list of select-recipient schools to the Central Office through Regional Sports Officers;
 - b. **ensure** that the Schools Division Office sports program is aligned with their Regional Sports Development Program - School Sports Club;
 - c. **provide** technical assistance to schools in the implementation of FY 2024 SSEED Program and other sports program;

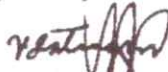
**SUMMARY OF DIVISION ALLOCATION OF PROGRAM SUPPORT FUND (PSF)
PROCUREMENT OF SPORTS SUPPLIES, MATERIALS, AND EQUIPMENT
UNDER SPORTS SEED PROGRAM FOR FY 2024 (Batch 3)**

Region: VIII (Eastern Visayas)


No.	Division Office	No. of Recipient-Schools	Program Support Fund		Total Amount of PSF per SDO
			Amount of PSF for School	Traveling and Other Expenses (SDO)	
1	Division of Catbalogan City	3	150,000	4,500	✓ 154,500
2	Division of Eastern Samar	7	350,000	10,500	- 360,500
3	Division of Northern Samar	1	50,000	1,500	- 51,500
4	Division of Samar Western	1	50,000	1,500	- 51,500
5	Division of Leyte	10	500,000	15,000	• 515,000
6	Division of Ormoc City	1	50,000	1,500	- 51,500
GRAND TOTAL		23	1,150,000	34,500	1,184,500

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Officer-in-Charge, Bureau of Learner Support Services

**REGIONAL & DIVISION ALLOCATION OF PROGRAM SUPPORT FUND (PSF)
PROCUREMENT OF SPORTS SUPPLIES, MATERIALS, AND EQUIPMENT
UNDER SPORTS SEED PROGRAM FOR FY 2024 (Batch 3)**


Region: VIII (Eastern Visayas)

No.	Division Office	No.	School ID	Recipient-Schools	Program Support Fund		Total Amount of PSF	Total Amount of PSF per Region/ SDO
					Amount of PSF per School	Traveling and Other Expenses		
	Regional Office Proper					60,000	60,000	60,000
1	Division of Catbalogan City					4,500	4,500	154,500
		1	123416	Catbalogan V CES	50,000		50,000	
		2	123424	Cagatsan ES	50,000		50,000	
		3	303620	Samar NS	50,000		50,000	
2	Division of Eastern Samar					10,500	10,500	260,500
		1	303529	Taft NHS	50,000		50,000	
		2	303513	Llorente NHS	50,000		50,000	
		3	122775	Taft CES	50,000		50,000	
		4	122433	Dolores CES	50,000		50,000	
		5	122625	Maydolong CES	50,000		50,000	
		6	122594	Llorente CES	50,000		50,000	
		7	303499	Dolores NHS	50,000		50,000	
3	Division of Northern Samar					1,500	1,500	51,500
		1	303580	San Jose Technical HS	50,000		50,000	
4	Division of Samar Western					1,500	1,500	51,500
		1	303621	Cansoroigan NHS	50,000		50,000	
5	Division of Leyte					15,000	15,000	515,000
		1	303736	Alangalang NHS	50,000		50,000	
		2	303541	Bato School of Fisheries	50,000		50,000	
		3	303553	Burauen NHS	50,000		50,000	
		4	303368	Dr. Geronimo B. Zaldivar Memorial School of Fisheries	50,000		50,000	
		5	303769	Dubig NHS	50,000		50,000	
		6	303558	Isabel NHS	50,000		50,000	
		7	303583	Kananga NHS - Main	50,000		50,000	
		8	303897	Mar Arthur NHS	50,000		50,000	
		9	303369	Mahaplag NHS - Upper RA 7017	50,000		50,000	
		10	303423	Sayabido NHS	50,000		50,000	
6	Division of Ormoc City					1,500	1,500	51,500
		1	303658	New Ormoc City NHS	50,000		50,000	
GRAND TOTAL					1,150,000	94,500	1,244,500	1,244,500

Prepared by:


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Substitution ILSSD

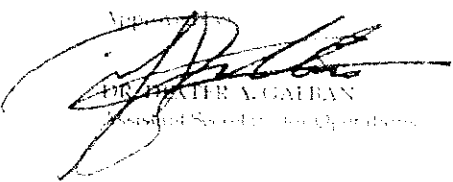
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OIC (Director) C/P, P/SS and L/RS

Approved:


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