



Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
No. 0920, s. 2025

SEPT. 02, 2025

To: Schools Division Superintendents
All Others Concerned

**COORDINATION MEETING WITH DIVISION SPORTS OFFICERS AND
SDO FOCAL PERSONS IN SPORTS**

1. In line with the Department of Education's continuing efforts to strengthen the implementation of school sports programs, the Education Support Services Division (ESSD) will conduct a coordination meeting with the Division Sports Officers and SDO Focal Persons in Sports scheduled for September 12, 2025, 9:00 a.m. onwards at Mt. Bagarabon Beach and Mountain Resort, Surigao City.
2. The meeting aims to ensure alignment and efficient implementation of sports-related policies, projects, and activities across all Schools Division Offices.
3. The meeting agenda includes:
 - a. DepEd Order No. 022, s. 2025: Policy Guidelines on the Institutionalization of the School Sports Club in Public Schools
 - b. Budget Utilization Report 2025-2026
 - c. Sports Supplies and Equipment Enhancement and Distribution (SSEED) Program Update
 - d. Number of Schools Registered in the School Sports Club
 - e. Number of Schools Conducted Intramurals
 - f. Upcoming Regional Training on School Sports Club
 - g. Other Matters
4. The expected participants are Division Sports Officers, and SDO Focal Persons in Sports.
5. The Division Sports Officers/Technical Assistants shall present updates of the following:

Topic	Link to the template
A. Number of schools registered in School Sports Club	https://tinyurl.com/School-Intramurals-Conducted
B. Number of schools conducted intramurals	https://tinyurl.com/School-Intramurals-Conducted
C. Budget utilization report on Physical Fitness and Sports and Sports Supplies and	https://tinyurl.com/BURM-for-PFSS-and-SSEEDP



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Equipment Enhancement and Distribution (SSEED) Program procurement updates	https://tinyurl.com/SSEEDP-MONITORING
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6. Accommodation and dinner will be provided for all participants on September 11, 2025.
7. Travel expenses of participants shall be charged to the Physical Fitness and School Sports (PFSS) funds or to any available local funds, subject to the existing accounting and auditing rules and regulations.
8. For inquiries, please contact Mr. Al Jhon Fritz M. Otadoy, Technical Assistant I at ajfritz.otadoy@deped.gov.ph.
9. For immediate dissemination and strict compliance.


MARIA INES C. ASUNCION

Director IV
Regional Director 

Encl.: None

Reference: None

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

MEETINGS

SPORTS

ESSD/ajo
08/20/2025