



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JUL 03 2025

MEMORANDUM

No. 314 , s. 2025

**LIST OF SPORTS SUPPLIES, MATERIALS, AND EQUIPMENT
ENHANCEMENT DISTRIBUTION PROGRAM (SSEEDP)
RECIPIENT SCHOOLS FOR BATCH 5 FY 2025**

To: OIC – Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public and Private Elementary and Secondary School Heads/OICs
Administrative Officer V
All Others Concerned

1. Attached is Regional Memorandum No. 579 s. 2025, dated June 30, 2025, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Particular attention is invited to paragraph 2 of the said Memorandum.
3. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Reference:

To be indicated in the Perpetual Index under the following subjects

SCHOOLS PROGRAMS TEACHERS ATHLETES

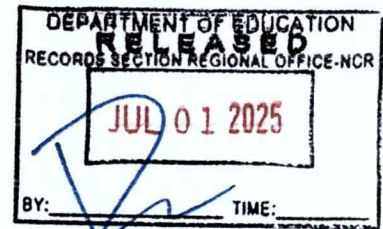
ECE/ LIST OF SPORTS SUPPLIES, MATERIALS, AND EQUIPMENT ENHANCEMENT DISTRIBUTION PROGRAM
(SSEEDP) RECIPIENT SCHOOLS FOR BATCH 5 FY 2025

July 2, 2025

NUM-2025-314



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



June 30, 2025

REGIONAL MEMORANDUM

No. **€ 579**, s. 2025

To: Schools Division Superintendents
Division Sports Officers
Public Elementary and Secondary School Principals
All Others Concerned

**LIST OF SPORTS SUPPLIES MATERIALS AND EQUIPMENT
ENHANCEMENT DISTRIBUTION PROGRAM (SSEEDP)
RECIPIENT SCHOOLS FOR BATCH 5 FY 2025**

1. Pursuant to DepEd Memorandum No. **OM-OUOPS-2025-09-01832**, titled "Implementing Guidelines on the Utilization of Program Support Funds (PSF) for the Physical Fitness and School Sports Program (PFSS)", this Office, through the Education Support Services Division (ESSD), will facilitate the downloading of Program Support Funds (PSF) for the procurement of sports supplies, materials, and equipment in support of the implementation of School Sports Clubs.
2. In this connection, the Schools Division Offices (SDOs), through their respective Division Sports Officers, are requested to coordinate with identified recipient schools to prepare and submit to the SDO a list of required sports supplies, materials, and equipment based on the actual needs of their School Sports Clubs. Furthermore, recipient schools must submit to the SDO a report on the received or procured sports supplies, materials, and equipment, along with corresponding utilization and implementation reports duly signed by authorized signatories. These reports must be submitted not later than ten (10) calendar days after the receipt or purchase of said items.
3. Attached are the following enclosures, for reference:
 - 3.1 **Enclosure No. 1** - 5 Recommended Schools Recipients charged to Continuing Fund, dated April 7, 2025
 - 3.2 **Enclosure No. 2** - Partial List of Recommended Schools Recipients, dated June 19, 2025
 - 3.3 **Enclosure No. 3** - Remaining List of Recommended Schools Recipients, dated June 25, 2025
 - 3.4 **Enclosure No. 4** - Annex B Guidelines on the Utilization of Program Support Funds (PSF) for the procurement of sports supplies, materials, and equipment in support of the implementation of School Sports Clubs.



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

4. Division Sports Officers are advised to carry out their responsibilities as outlined in the Roles and Responsibilities section indicated in the attached Memorandum.
5. For strict compliance and immediate dissemination.

JOCELYN DR ANDAYA
Regional Director, NCR
Concurrent Officer-In-Charge, Office of the
Assistant Secretary for Operations

/joan/essd/

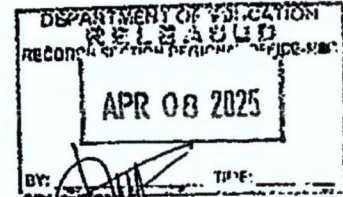


Address: 6 Misamis St., Bago Bantay, Quezon City
Email address: ncr@deped.gov.ph
Website: depedncr.com.ph





Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



April 7, 2025

MALCOLM S. GARMA

Assistant Secretary, Officer-In-Charge
Office of the Undersecretary for Operations
DepEd - Central Office

S I R:

In compliance with Memorandum **OM-OUOPS-2025-90-01652** dated March 21, 2025, this Office respectfully submits the following recommended schools as beneficiaries of Sports Supplies and Equipment Enhancement Distribution Program (SSEEDP) Batch 5 under **SARO No. OSEC-NCR-25-00780**, dated March 18, 2025:

1. National Housing Corporation High School (SDO Caloocan)
2. Bangkal High School (SDO Makati)
3. Potrero Elementary School (SDO Malabon)
4. Andres Bonifacio Integrated School (SDO Mandaluyong)
5. Valenzuela City School of Mathematics and Science (SDO Valenzuela)

Thank you.

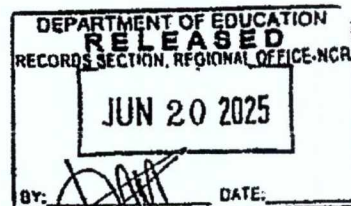
Very truly yours,

JOCELYN DR ANDAYA

Regional Director, NCR
Concurrent Officer-In-Charge, Office of the
Assistant Secretary for Operations



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



June 19, 2025

MALCOLM S. GARMA

Assistant Secretary, Officer-In-Charge
Office of the Undersecretary for Operations
DepEd - Central Office

S I R :

In compliance with Memorandum **OM-OUOPS-2025-09-01652** dated March 21, 2025, this Office respectfully submits the following recommended schools as beneficiaries of Sports Supplies and Equipment Enhancement Distribution Program (SSEEDP) Batch 5 FY 2025 chargeable against Physical Fitness School Sports (PFSS) – under **GAAAO FY 2025, NBC595-Annex A-1**:

NO.	DIVISION OFFICE	NO.	SCHOOL ID	RECIPIENTS-SCHOOLS	PROGRAM SUPPORT FUND		TOTAL AMOUNT OF PSF	TOTAL AMOUNT OF PSF PER REGION/SDO
					AMOUNT OF PSF PER SCHOOL	TRAVELLING AND OTHER EXPENSES		
1	CALOOCAN CITY					22,500.00	22,500.00	772,500.00
		1	136639	Bagong Silang ES	50,000.00		50,000.00	
		2	319709	Antonio Luna HS	50,000.00		50,000.00	
		3	319703	Mountain Heights HS	50,000.00		50,000.00	
		4	305373	Sampaguita HS	50,000.00		50,000.00	
		5	305387	Llano HS	50,000.00		50,000.00	
		6	319701	Cielito Zamora Junior HS	50,000.00	-	50,000.00	
		7	319705	Maypajo HS	50,000.00	-	50,000.00	
		8	305374	Camarin HS	50,000.00	-	50,000.00	
		9	305380	Tala HS	50,000.00	-	50,000.00	
		10	136641	Kalayaan ES	50,000.00	-	50,000.00	
		11	305391	M.B. Asistio Sr. HS	50,000.00	-	50,000.00	
		12	305383	Bagong Barrio National HS	50,000.00	-	50,000.00	
		13	136645	Marcelo H del Pilar ES	50,000.00	-	50,000.00	
		14	305385	Caybigan HS	50,000.00	-	50,000.00	
		15	305379	Manuel Luis Quezon HS	50,000.00	-	50,000.00	
2	LAS PINAS CITY					7,500.00	7,500.00	257,500.00
		1	226502	CAA BF International ES	50,000.00	-	50,000.00	
		2	136781	Vergonville ES	50,000.00	-	50,000.00	
		3	136775	Gonzalo Gatchalian ES	50,000.00	-	50,000.00	
		4	136776	Ilaya ES	50,000.00	-	50,000.00	
		5	136774	Danile Fajardo ES	50,000.00	-	50,000.00	
3	MANDALUYONG					9,000.00	9,000.00	309,000.00
		1	500500	Hulo Integrated School	50,000.00	-	50,000.00	
		2	500335	Ilaya Barangka IS	50,000.00	-	50,000.00	
		3	502026	Senate President Nepom A. Gonzales IS	50,000.00	-	50,000.00	
		4	136670	Pedro P. Cruz ES	50,000.00	-	50,000.00	
		5	500333	Eulogio Rodriguez IS	50,000.00	-	50,000.00	
		6	107975	Mandaluyong Addition Hills ES	50,000.00	-	50,000.00	
4	MARIKINA					7,500.00	7,500.00	257,500.00
		1	305402	Malanday National HS	50,000.00	-	50,000.00	
		2	319907	Jesus Dela Peña National HS	50,000.00	-	50,000.00	
		3	136671	Barangka ES	50,000.00	-	50,000.00	
		4	136676	Marikina ES	50,000.00	-	50,000.00	
		5	500052	Conception IS Elementary Level	50,000.00	-	50,000.00	



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

NO.	DIVISION OFFICE	NO.	SCHOOL ID	RECIPIENTS-SCHOOLS	PROGRAM SUPPORT FUND		TOTAL AMOUNT OF PSF	TOTAL AMOUNT OF PSF PER REGION/SDO
					AMOUNT OF PSF PER SCHOOL	TRAVELLING AND OTHER EXPENSES		
5	NAVOTAS					7,500.00	7,500.00	257,500.00
		1	305455	Tanza National HS	50,000.00	-	50,000.00	
		2	136862	North Bay Boulevard ES	50,000.00	-	50,000.00	
		3	136856	Bagumbayan ES	50,000.00	-	50,000.00	
		4	136864	San Rafael Village ES	50,000.00	-	50,000.00	
		5	136863	North Bay Boulevard North ES	50,000.00	-	50,000.00	
6	PARANAQUE					7,500.00	7,500.00	257,500.00
		1	320204	Sun Valley National HS	50,000.00	-	50,000.00	
		2	136758	Sampaloc Site II ES	50,000.00	-	50,000.00	
		3	136771	Tambo Elementary School - I	50,000.00	-	50,000.00	
		4	136759	San Antonio ES	50,000.00	-	50,000.00	
		5	305426	Parañaque National HS - Bacaran	50,000.00	-	50,000.00	
7	SAN JUAN					6,000.00	6,000.00	206,000.00
		1	502654	Salapan Integrated School	50,000.00	-	50,000.00	
		2	136747	San Perfecto ES	50,000.00	-	50,000.00	
		3	137077	West Crame ES	50,000.00	-	50,000.00	
		4	136750	Nicanor C. Ibaña ES	50,000.00	-	50,000.00	
8	VALENZUELA					13,500.00	13,500.00	463,500.00
		1	305565	Punturin Senior HS	50,000.00	-	50,000.00	
		2	136796	Siteo Sto. Rosario ES	50,000.00	-	50,000.00	
		3	136802	Coloong ES	50,000.00	-	50,000.00	
		4	136804	Perpetua R. San Diego ES	50,000.00	-	50,000.00	
		5	305439	Canunay West National HS	50,000.00	-	50,000.00	
		6	305445	Caruhatan National HS	50,000.00	-	50,000.00	
		7	305446	Siterio Francisco Memorial National HS	50,000.00	-	50,000.00	
		8	305441	Valenzuela National HS	50,000.00	-	50,000.00	
		9	320403	Mapulang Lupa National HS	50,000.00	-	50,000.00	
GRAND TOTAL					2,700,000.00	81,000.00	2,781,000.00	2,781,000.00

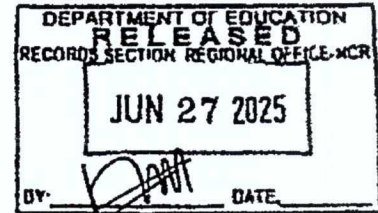
Thank you.

Very truly yours,

JOCELYN DR ANDAYA
Regional Director, NCR
Concurrent Officer-In-Charge, Office of the
Assistant Secretary for Operations



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



June 25, 2025

MALCOLM S. GARMA

Assistant Secretary, Officer-In-Charge
 Office of the Undersecretary for Operations
 DepEd - Central Office

S I R :

In compliance with Memorandum **OM-OUOPS-2025-09-01652** dated March 21, 2025, this Office respectfully submits the following recommended schools as beneficiaries of Sports Supplies and Equipment Enhancement Distribution Program (SSEEDP) Batch 5 FY 2025 chargeable against Physical Fitness School Sports (PFSS) – under **GAAAO FY 2025, NBC595-Annex A-1**:

NO.	DIVISION OFFICE	NO.	SCHOOL ID	RECIPIENTS-SCHOOLS	PROGRAM SUPPORT FUND		TOTAL AMOUNT OF PSF	TOTAL AMOUNT OF PSF PER REGION/SDO
					AMOUNT OF PSF PER SCHOOL	TRAVELLING AND OTHER EXPENSES		
1	CALOOCAN					15,000.00	15,000.00	515,000.00
		1	305372	Bagumbong HS	50,000.00		50,000.00	
		2	305371	Talipapa HS	50,000.00		50,000.00	
		3	319702	Benigno Aquino Jr. HS	50,000.00		50,000.00	
		4	136610	Lerma ES	50,000.00		50,000.00	
		5	305729	Samaria Senior HS	50,000.00		50,000.00	
		6	136608	Kasarinlan ES	50,000.00		50,000.00	
		7	136644	Manuel L. Quezon ES	50,000.00		50,000.00	
		8	136648	Pangarap ES	50,000.00		50,000.00	
		9	319707	Caloocan City Business HS	50,000.00		50,000.00	
		10	305384	Bacsa HS	50,000.00		50,000.00	
2	LAS PINAS					1,500.00	1,500.00	51,500.00
		1	136786	Moonwalk ES - Mikesell Annex	50,000.00		50,000.00	
3	MAKATI					4,500.00	4,500.00	154,500.00
		1	305407	San Isidro National HS	50,000.00	-	50,000.00	
		2	340554	Nemesi I. Yabut Senior HS	50,000.00	-	50,000.00	
		3	136704	Hen. Pio Del Pila ES - 1	50,000.00	-	50,000.00	
4	MALABON					3,000.00	3,000.00	103,000.00
		1	305450	Panghulo National HS	50,000.00	-	50,000.00	
		2	320501	Longos National HS	50,000.00	-	50,000.00	
5	MANILA					6,000.00	6,000.00	206,000.00
		1	305315	Victorino Mapa HS	50,000.00	-	50,000.00	
		2	305309	Manuel G. Araullo HS	50,000.00	-	50,000.00	
		3	136441	Rosaura Almario ES	50,000.00	-	50,000.00	
		4	136457	Dr. Albert ES	50,000.00	-	50,000.00	
6	MUNTINLUPA					7,500.00	7,500.00	257,500.00
		1	305471	Muntinlupa Business HS - Main	50,000.00	-	50,000.00	
		2	500438	Lakeview IS	50,000.00	-	50,000.00	
		3	228501	Poblacion ES	50,000.00	-	50,000.00	
		4	136909	Bagong Silang ES	50,000.00	-	50,000.00	
		5	136912	Cupang ES - Main	50,000.00	-	50,000.00	



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

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	TRAVELLING AND OTHER EXPENSES		
7	NAVOTAS					1,500.00	1,500.00	51,500.00
		1	136868	Tangos ES - I	50,000.00		50,000.00	
8	PASAY					6,000.00	6,000.00	206,000.00
		1	136592	Don Carlos Village ES	50,000.00	-	50,000.00	
		2	136596	Villamor Airbase ES	50,000.00	-	50,000.00	
		3	136600	Padre Zamora ES	50,000.00	-	50,000.00	
		4	319604	President Corazon "Cory" C. Aquino NHS	50,000.00	-	50,000.00	
9	PASIG					3,000.00	3,000.00	103,000.00
		1	136728	San Joaquin ES	50,000.00	-	50,000.00	
		2	305418	Mangahan HS	50,000.00	-	50,000.00	
10	QUEZON CITY					24,000.00	24,000.00	824,000.00
		1	305591	Vito L. Belarmino Senior HS	50,000.00	-	50,000.00	
		2	305331	Commonwealth High School	50,000.00	-	50,000.00	
		3	305327	San Francisco HS	50,000.00	-	50,000.00	
		4	136575	Camp Crame ES	50,000.00	-	50,000.00	
		5	305348	Jose P. Laurel Sr. HS	50,000.00	-	50,000.00	
		6	136564	Pura V. Kalaw ES	50,000.00	-	50,000.00	
		7	305361	Manuel A. Roxas HS	50,000.00	-	50,000.00	
		8	305336	Lagro HS	50,000.00	-	50,000.00	
		9	136539	Bagong Silangan ES	50,000.00	-	50,000.00	
		10	305358	Raman Magsaysay (Cubao) HS	50,000.00	-	50,000.00	
		11	136579	General Roxas ES	50,000.00	-	50,000.00	
		12	305337	Justice Cecilia Munoz Palma HS	50,000.00	-	50,000.00	
		13	305330	Batasan Hills National HS	50,000.00	-	50,000.00	
		14	222503	Benigno S. Aquino Jr. ES	50,000.00	-	50,000.00	
		15	305343	New Era HS	50,000.00	-	50,000.00	
		16	305342	Sta Lucia HS	50,000.00	-	50,000.00	
11	SAN JUAN					1,500.00	1,500.00	51,500.00
		1	502653	San Juan City IS	50,000.00		50,000.00	
12	TAGUIG-PATEROS					6,000.00	6,000.00	206,000.00
		1	320612	Gat Andres Bonifacio HS	50,000.00	-	50,000.00	
		2	136696	Rizal ES	50,000.00	-	50,000.00	
		3	228002	Gat Andres Bonifacio ES	50,000.00	-	50,000.00	
		4	320602	Maria Asuncion Rodriguez Tinga HS	50,000.00	-	50,000.00	
GRAND TOTAL					2,650,000.00	79,500.00	2,729,500.00	2,729,500.00

Thank you.

Very truly yours,

JOCELYN DR ANDAYA
Regional Director, NCR
Concurrent Officer-In-Charge, Office of the
Assistant Secretary for Operations



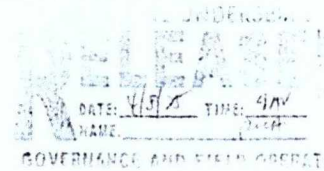
Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

Approved by: *[Signature]*

MEMORANDUM

OM-OUOPS-2025-01332



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

MALCOLM S. GARMA
Assistant Secretary, Officer-In-Charge,
Office of the Undersecretary for Operations

FROM :

MALCOLM S. GARMA
Assistant Secretary for Operations
Officer-In-Charge, Office of the Undersecretary for Operations

**SUBJECT : IMPLEMENTING GUIDELINES ON THE UTILIZATION OF
PROGRAM SUPPORT FUND (PSF) FOR THE PHYSICAL FITNESS
AND SCHOOL SPORTS PROGRAM (PFSS)**

DATE : March 03, 2025

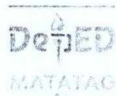
I. Rationale

The Department of Education's (DepEd) mission to cultivate and nurture learner growth toward holistic development, the Bureau of Learner Support Services-School Sports Division (BLSS-SSD) is committed to advancing this agenda through the promotion of sports and physical activities. The BLSS-SSD recognizes that active participation in physical activities is directly linked to the comprehensive and holistic development of learners.

In addition, BLSS-SSD responds to the need to expand opportunities for participation in physical activity that contributes to the promotion of the physical development of learners consistent with the 5-Point Reform Agenda of Secretary Angara particularly agenda item 2: *Learners' physical and mental well-being protected and the Basic Education and Development Program (BEDP) 2030 under Pillar 4 on Learner's Resiliency and Well-being by promoting learners' physical and socio-emotional skills development.*

In line with this commitment, the Department aims to institutionalize the establishment of the School Sports Clubs which will serve as a platform to encourage physical fitness, health, and active engagement among learners. To accomplish this objective, the Schools Sports Division (SSD) shall conduct capacity-building initiatives such as Orientation-Workshop on the Institutionalization of School Sports Club in Public School and Training of Trainers on the teaching of Sports specific skills.

In support to the program, SSD shall provide School Supplies, Materials, and Equipment. The SSEED program aims to provide every public school-learner



Room 101, Rizal Building, DepEd Complex, Meralco Avenue, Pasig City 1600



Doc. Ref. Code	OM-OUOPS	Rev	01
Effectivity	03/23/25	Page	1 of 3

Telephone Nos. (02) 8633 5313; (02) 8631 8492

Email Address: ouops@deped.gov.ph | Website: www.deped.gov.ph



access to standard sports supplies, materials, and equipment primarily for their school sports clubs' activities and other related physical activities.

This implementing guidelines shall cover the cascading of the activities related to School Sports Club and distribution of SSEED program. It aims to provide guidance on the proper utilization of Program Support Fund (PSF) to ensure the effective planning, execution, and sustainability of training sessions, workshops, and other activities designed to enhance the capabilities of individuals involved in School Sports Club.

II. Funding Requirements

The funds required for the implementation of this policy shall be sourced from the **Physical Fitness and School Sports Program (PFSS)** fund under the **Maintenance and Other Operating Expenses (MOOE)** class. A total amount of **One Hundred Forty-Two Million Nine Hundred Forty-Nine Thousand Pesos (Php 142,949,000)** is directly released to the regions in accordance with Republic Act No. 12116, the FY 2025 General Appropriations Act (GAA), and National Budget Circular No. 595, dated January 20, 2025.

These funds are allocated specifically for conducting capacity-building activities (*see Annex A for detailed guidelines*) and for the procurement of sports supplies, materials, and equipment for School Sports Clubs (*see Annex B for detailed guidelines*). For a comprehensive breakdown of the fund allocations, please refer to *Annex C*.

III. Utilization of Funds

The utilization of these funds shall comply with existing budgeting, accounting, auditing, and procurement rules and regulations.

The PFSS funds allocated herein shall be valid for obligation and disbursement until December 31, 2026.

IV. Use of Balances

Any excess, unutilized, or unexpended PFSS funds, may be utilized to other BLSS-SSD programs, projects, and activities, subject to the existing budgeting, accounting, auditing, and procurement rules and regulations.

V. Monitoring and Evaluation

The Bureau of Learner Support Services-School Sports Division (BLSS-SSD), shall monitor the conduct of the Regional Capacity building activities and SSEEDP as well as provide technical assistance as part of its mandated functions and responsibilities.

The Regional Office through Education Support Services Division (ESSD) shall submit utilization and implementation reports (*refer to Annex D for the reporting and monitoring tool*), fifteen (15) working days after the implementation of activities to the BLSS-SSD through email at blss.ssd@deped.gov.ph.



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

ANNEX B

**GUIDELINES ON THE UTILIZATION OF PROGRAM SUPPORT FUND (PSF) FOR
THE PROCUREMENT OF SPORTS SUPPLIES, MATERIALS, AND EQUIPMENT
FOR SCHOOL SPORTS CLUB UNDER SSEEDP**

I. RATIONALE

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.

Pursuant to the Philippine Development Plan 2023-2028 and DepEd Order o. 24, s. 2022 titled, *Adoption of the Basic Education Development Plan 2023*, DepEd recognizes intrinsic value in the developmental aspect of physical, socio-emotional, and mental health, and the need for these aspects of life to be strengthened and enhanced for all individuals. These can be done through intelligently designed physical activities, competitions, and talent enhancement in clubs/organizations as co- and extracurricular activities.

Since it is the school administration that is charged with the responsibility of ensuring the availability of sports supplies, materials, and equipment, the Regional Office (RO), School Division Office (SDO), and School-Recipients shall receive Program Support Fund for Fiscal Year (FY) 2025 through the issuance of Special Allotment Release Order (SARO).

The SSEED program aims to provide every public school-learners access to standard sports supplies, materials, and equipment primarily for their school sports clubs' activities and other related physical activities.

II. ROLES AND RESPONSIBILITIES:

1. The Central Office shall:

- a. **formulate** guidelines on the implementation of the SSEED Program;
- b. **provide** the list of registered schools in accordance to item III;
- c. **comply** with the requirements necessary to process the release of funds to the respective Regional Offices for the procurement of sports supplies, materials, and equipment; and
- d. **monitor** the procurement of sports supplies, materials, and equipment, as well as the utilization of funds by Schools Division Offices (SDOs), in coordination with the Regional Office (RO), as part of their mandated functions and responsibilities.

2. The Regional Office shall:

Room 101, Rizal Building, DepEd Complex, Meralco Avenue, Pasig City 1600



Code	OM-QUOPS	Rev	01
Effectivity	03.23.23	Page	1 of 12

Telephone Nos.: (02) 8633-5313; (02) 8631-8492

Email Address: oure@deped.gov.ph | Website: www.deped.gov.ph



- a. **validate** the list of registered schools provided by the Central Office based on the requirements stated in *Item III* with the assistance of the School Division Office (SDO) concerned.
- b. **determine** the list of schools per SDO. The following are the order of prioritization based on schools with two or more existing sports offering:
 - i. mega and large Elementary Schools;
 - ii. medium and small Elementary Schools;
 - iii. mega and large Secondary Schools; and
 - iv. medium and small Secondary Schools.

The number of recipient-schools shall be based on the approved regional allocation provided by the Central Office.

- c. **submit** the final list of recipient-schools to the Central Office, copy furnish the SDO concerned.
- d. **provide** technical assistance and conduct monitoring to School Division Offices and schools in the implementation of SSEED program; and
- e. **submit** the consolidated utilization and implementation reports to the Central Office through email address **blss.ssd@deped.gov.ph**, duly signed by the Regional Sports Officer and Regional Director, not more than one (1) month after receipt of the said sports supplies, materials, and equipment by the schools. **Failure to submit the said reports after the deadline set will affect the regional allocation in the succeeding years.**

3. The School Division Office shall:

- a. **extend** the necessary assistance to the Region in validation of the list of schools based on the criteria stated in *Item III* and the above provision in 2.b.
- b. **inform** the recipient-schools to submit the list of sports supplies, materials, and equipment, and other necessary documents.
- c. **consolidate** the list of sports supplies, materials, and equipment submitted by the recipient-schools.
- d. **prepare** Work and Financial Plan (WFP), Project Procurement Management Plan (PPMP), and other documentary requirements for the procurement of sports supplies, materials, and equipment based on the submitted list of non-implementing unit (non-IU) schools.
- e. **facilitate** the processing of funds to the implementing unit (IU) schools for the procurement of validated and approved sports supplies, materials, and equipment.
- f. **provide** technical assistance and conduct monitoring to the recipient-schools in the implementation of SSEED program; and
- g. **submit** the Division Consolidated Utilization and Implementation Reports to the Regional Office, duly signed by the School Governance and Operations Division Chief and Schools Division Superintendent, not more than twenty (20) calendar days after receipt of the said sports supplies, materials, and equipment by the schools.

4. The School shall:

- a. **identify, prepare and submit** to the Schools Division Office the list of sports supplies, materials, and equipment based on the needs in the implementation of their sports club.

- b. **For the implementing unit (IU) schools**, additional documentary requirements such as WFP, PPMP, and other documents that may be required by the SDO must also be submitted.
- c. **submit** the list of received or purchased sports supplies and equipment to the Schools Division Office including the utilization and implementation reports to the Schools Division Office, duly signed by the School Sports Club Coordinator, and School Head, not more than ten (10) calendar days after receipt/purchased of the said sports supplies, materials, and equipment.

III. REQUIREMENTS OF A RECIPIENT SCHOOL

The recipient schools were identified based on the following requirements:

- a. registered School Sports Club/s through the link <https://bit.ly/SSCRegistration2025>
- b. accomplished and submitted SSEEDP Form 1 and Form 2 signed by the School Head;
- c. with existing SSC Implementers as per the following qualifications;
- d. has available playing facilities such as covered court/multi-purpose hall, vacant space, open field for physical activities; and
- e. Schools that were previous beneficiaries of the SSEED Program are ineligible.

IV. REQUIREMENTS FOR A SCHOOL SPORTS CLUB (SSC) COORDINATOR AND FACILITATOR

1. For SSC Coordinator, they:

- a. Shall preferably be a DepEd personnel
- b. Shall preferably have a sports-related experience (i.e., former athlete, coach, officiating official, tournament manager, etc.) or have a minimum of 40 hours of sports-related training; and
- c. Have knowledge in managing school clubs and other organizations

2. For SSC Facilitators, they:

- a. Shall preferably be a DepEd teaching or non-teaching personnel;
- b. Shall have a sports-related experience (i.e., former athlete, coach, officiating official, tournament manager, etc.) or have a minimum of 40 hours of sports-related training;
- c. Possess at least basic knowledge of first aid administration or underwent training through reputable organizations or certified individuals

V. FUNDING REQUIREMENT

- a. An amount of Fifty Thousand pesos (Php 50,000.00) shall be allocated per recipient-school.
- b. An amount of Fifty Thousand pesos (Php 50,000.00) for Regional Office shall be allotted for monitoring and evaluation.
- c. An amount One Thousand Five hundred pesos (1,500.00) per recipient-school shall be allotted to the School Division Offices for monitoring and evaluation.

VI. RECOMMENDED LIST OF SPORTS SUPPLIES, MATERIALS, AND EQUIPMENT WITH TECHNICAL SPECIFICATION

No.	Event	Item No.	Technical Specification
1	ARNIS	1	Head Protector, Red (2 size 2, 2 size 3), includes an impact-worthy face mask, I-Arnis standard. (Branded)
		2	Head Protector, Blue - (2 size 2, 2 size 3), includes an impact-worthy face mask, I-Arnis standard (Branded)
		3	Body Vests, Red - (2 size 2, 2 size 3), properly cushioned in accordance with I-Arnis standard (Branded)
		4	Body Vests, Blue - (2 size 2, 2 size 3), properly cushioned in accordance with I-Arnis standard (Branded)
		5	Hand Gloves, Red, Open palm design, (4 size 2), I-Arnis standard (Branded)
		6	Hand Gloves, Blue, Open palm design (4 size 2), I-Anis standard (Branded)
		7	Upper Arm Guard, NEW GEN - Red (4 size 2), I-Arnis standard (Branded)
		8	Upper Arm Guard, NEW GEN - Blue, (4 size 2), I-Arnis standard (Branded)
		9	Lower Arm Guard, NEW GEN - Red (4 size 2), I-Arnis standard (Branded)
		10	Lower Arm Guard, NEW GEN -Blue (4 size 2), I-Arnis standard (Branded)
		11	Upper Shin Guard, NEW GEN - Red (4 size 2), I-Arnis standard (Branded)
		12	Upper Shin Guard, NEW GEN - Blue (4 size 2), I-Arnis standard (Branded)
		13	Lower Shin Guard, NEW GEN - Red (4 size 2), I-Arnis standard (Branded)
		14	Lower Shin Guard, NEW GEN - Blue (4 size 2), I-Arnis standard (Branded)
		15	Male Groin Guard (2 pc medium, 2 pc Large), I-Arnis standard (Branded)
		16	Female Groin Guard (2 pc medium, 2 pc Large), I-Arnis standard (Branded)
		17	Padded Stick (Canes), Red, properly foam-cushioned, maximum grip diameter of not more than 3.81cm (1 1/2") and length of 76.20cm (30" for men and women); Length of padded stick shall be 27" for boys and girls, I-Arnis standard (Branded)
		18	Padded Stick (Canes), Blue, properly foam-cushioned, maximum grip diameter of not more than 3.81cm (1 1/2") and length of 76.20cm (30" for men and women); Length of padded stick shall be 27" for boys and girls, I-Arnis standard (Branded)

2	ATHLETICS	20	Stopwatch - digital with 100 memory, used in international competition - (Branded)
		21	Interlocking Rubber Mat, Red and Blue - 1m x 1m x 24mm, BIGTEETH rubber mat.
		22	Dolphin Pro Whistle, polycarbonate mouthpiece with a vertical reinforcing rib. Pea-less whistle with adjustable lanyard.
		1	Baton for men - aluminum, imported, rolled edges, IAAF Standard
		2	Javelin for boys - IAAF standard, aluminum steel alloy, imported, 400 gms. for elem. (Branded)
		3	Javelin for girls - IAAF standard aluminum steel alloy, imported, 300 gms. for elem. (Branded)
		4	Javelin for girls - IAAF standard aluminum steel alloy, imported, 600 gms. for sec. (Branded)
		5	Javelin for boys - IAAF standard, aluminum steel alloy, imported, 700 gms. for sec. (Branded)
		6	Discus for boys - fiberglass with steel rim, 1.5kg, elem., IAAF Standard (Branded)
		7	Discus for boys - fiberglass with steel rim, 1.75kg for sec., IAAF Standard (Branded)
		8	Discus for girls - fiberglass with steel rim, .75kg. for elem., IAAF Standard (Branded)
		9	Discus for girls - fiberglass with steel rim, 1kg. for sec., IAAF Standard (Branded)
		10	Iron shotput for boys - IAAF standard, 5kg. for elem.
		11	Iron shotput for boys - IAAF standard, 6kg. for sec.
		12	Iron shotput for girls - IAAF standard, 3kg. for elem.
		13	Iron shotput for girls - IAAF standard, 4kg. for sec.
		16	Starting Blocks - made of high quality stainless materials, IAAF Specification and standard, Olympic Model
		17	Stopwatch - digital with 100 memory, used in international competition - (Branded)
		18	Dolphin Pro Whistle, polycarbonate mouthpiece with a vertical reinforcing rib. Pea-less whistle with adjustable lanyard.
3	CHESS	1	Chess set (Eureka Style)
		2	Chess Clock
4	DANCE SPORTS	1	Portable Public Address System - 12in Portable PA system, 200AMP WITH DUAL VHF MIC USB, SD, FM and Bluetooth. (12" 2 way Bass Reflex, Low 2.5" Vcoil, Hi 1.5" Vcoil, 8 ohms, 200 watts amplifier, USB/FM/BT Function, XLR Line Input/Output, RCA Input, Mic priority button, 1 Mic Input, 2 VHF Wireless Mic, Echo/Repeat/Delay Function, 12V DC IN, Rechargeable Battery)

5	SEPAK TAKRAW	1	Sepak Takraw Balls - for secondary Boys, weight - range from 170g - 180g, ISTAF standard
		2	Sepak Takraw Balls - for Sec Girls and elementary. Weight range from 150g - 160g Junior, ISTAF standard.
		3	Sepak Takraw Net - for secondary, without cable. Made of fine ordinary cord or nylon. With 0.06m to 0.08m mesh. Height is 0.7m (top to bottom). Width - 6.10m (side to side), should be edge to both sides along the sideline edges with 0.05m tape. ISTAF standard.
		4	Sepak Takraw Net - for elementary, without cable. Made of fine ordinary cord or nylon. With 0.06m to 0.08m mesh. Height is 0.7m (top to bottom). Width - 6.10m (side to side), should be edge to both sides along the sideline edges with 0.05m tape. ISTAF standard.
		5	Stopwatch - digital with 100 memory, used in international competition - (Branded)
		6	Dolphin Pro Whistle, polycarbonate mouthpiece with a vertical reinforcing rib. Pea-less whistle with adjustable lanyard.
6	SWIMMING	1	Stopwatch - digital with 100 memory, used in international competition - (Branded)
		2	Dolphin Pro Whistle, polycarbonate mouthpiece with a vertical reinforcing rib. Pea-less whistle with adjustable lanyard.
		3	Swimming Cap - made of hardy heat resistance materials, corrosion resistance, soft and comfortable, non-toxic
		4	Swimming Goggles - Anti fog, U protection Lens, with silicon gasket and silicon double strap
		5	Swimming Pull Buoy
		5	Swimming Kickboard - made of high density material for perfect balance and buoyancy, Hydrodynamic design that reduces drag, with Ergonomic grip pads for better handling.
7	TRAINING MATERIALS FOR STRENGTH, AGILITY AND FITNESS	1	Training Hurdles -made of PVC Materials - size 45cm x 15cm+D265:D273
		2	Training Hurdles -made of PVC Materials - size 45cm x 15cm
		3	Training Hurdles -made of PVC Materials - size 45cm x 15cm
		4	Disc Cones - Made of plastic materials with carry rack and bag, (40 pcs Disc Cones)
		5	12" Cone Markes (color Orange)

		6	Resistance Tube Set - made of durable natural rubber tubing for a smooth consistent stretch, cushioned foam handles for comfortable grip. Improved balance, coordination, flexibility and endurance, it also develops Core Strength.
		7	Weighted Jump Rope
		8	Agility Ladder - Length 5meters, width : 0.46m, 8 grids with carrying bag.
		9	Hollow Foam Roller - Restore balance and increase strength, it also offers as a therapeutic massage to rejuvenate body muscles.

Other Sports

1	ARCHERY	1	Target Butts - 54 inch round or square, must be made of coiled or machine-pressed cogon grass ; covered with brown burlap sacking, FITA Specification.
		2	Competition Arrows
		3	Measuring Tape, 50m - fiberglass, imported. (Branded)
		4	Target Faces - 80cm target faces printed on string-reinforced heavy paper. FITA Specification
		5	Target Faces - 122cm target faces printed on string-reinforced heavy paper. FITA Specification
		6	Stopwatch - digital with 100 memory, used in international competition - (Branded)
		7	Dolphin Pro Whistle, polycarbonate mouthpiece with a vertical reinforcing rib. Pea-less whistle with adjustable lanyard.
2	BADMINTON	1	Badminton Racket
		2	Badminton Net - standard, size 6.1m, 760mm depth, Competition and BWF standard (Branded)
		3	Shuttlecock - (Medium grade for training and recreation)
		4	Table/Manual Scoreboard - portable, made of hard plastic, minimum size - 8" x 15". Numbered plates (2 sets) made of hard plastics; each set shall be numbered from 1 - 30.
		5	Stopwatch - digital with 100 memory, used in international competition - (Branded) -
		6	Dolphin Pro Whistle, polycarbonate mouthpiece with a vertical reinforcing rib. Pea-less whistle with adjustable lanyard.

3	BASEBALL	1	Baseball Gloves/Mitts, Deep, wide and highly functional pockets, match with basket-web designs, all leather palm construction, palm and index pads with velcro strap closure for FIELDSERS GLOVES. For CATCHERS MITT - Quality full grain leather with patented hand adjustments, 1-piece closed web, quick and easy break-in conventional with Flex Loop Back. For FIRST BASE MITT - Single-post with double-bar web and coventional back. (Composition of 1 set Baseball Gloves/Mitts 10 pcs FIELDSERS MITTS, 1 pc CATCHERS MITT and 1 pc FIRST BASE MITT. For Secondary (OPTIONAL)
		2	Batter's Helmet - fiberglass, 2 ear protection, IBaF/PABA standard. (elem and sec.)
		3	Baseball Balls - premium leather, IBaF/PABA standard
		4	Catcher's Mask - official, sleek design, thick wire frame, official, with throat and head (helmet) protector, easy to take on and off, (1 pc. for elem. & 1 pc. for sec.) IBaF/PABA standard (Branded)
		5	Baseball Leg Guards - fiberglass with extra padding inside the knee cap for extra protection and comfort, adjustable straps, IBaF/PABA standard, (1 pair for elem. & 1 pairs for sec.) (Branded).
		6	Baseball Bat for elem and sec, IBaF/PABA standard
4	BASKETBALL	1	Basketball Ball - size 7
		2	Basketball Ball - size 6
		3	Basketball Ball for 3 x 3, size 28.5"
		4	Basketball Ball Bag - for 4 balls capacity. Either duffel or tubular type, with handle and adjustable strap. Made of polyester, oxford material or its equivalent (Mesh is not allowed)
		5	Stopwatch - digital with 100 memory, used in international competition - (Branded) -
		6	Dolphin Pro Whistle, polycarbonate mouthpiece with a vertical reinforcing rib. Pea-less whistle with adjustable lanyard.
5	BILLIARD	1	Billiard Stick
		2	Billiard Ball Set (with cue ball)
6	BOXING	1	10 oz. Competition Gloves, Blue, per IABA specs, ABAP approved. (Branded)
		2	10 oz. Competition Gloves, Red, per IABA specs, ABAP approved. (Branded)
		3	Competition Head Gear, medium, Blue, per IABA specs, ABAP approved. (Branded)
		4	Competition Head Gear, medium, Red, per IABA specs, ABAP approved. (Branded)

		5	Foul (Abdominal) Protector, medium, Blue, per IABA specs, ABAP approved. (Branded)
		6	Foul (Abdominal) Protector, medium, Red, per IABA specs, ABAP approved. (Branded)
		7	Hand Wraps, ABAP standard
		8	Stopwatch - digital with 100 memory, used in international competition - (Branded)
7	FOOTBALL	1	Soccer Football Nets, standard, color white, FIFA standard
		2	Soccer Footballs, size 5
		3	Soccer Footballs, size 4
		4	Ball Bag, black, 4-ball capacity. Either duffel or tubular type. With handle and adjustable strap. Made of polyester, oxford material or its equivalent. (Mesh is not allowed)
		5	Stopwatch - Football - wristwatch style, used in international competition - (FOOTBALL) - (Branded)
		6	Dolphin Pro Whistle, polycarbonate mouthpiece with a vertical reinforcing rib. Pea-less whistle with adjustable lanyard.
8	FUTSAL	1	FUTSAL Ball, (standard)
		2	FUTSAL NET - Standard size 3.1 x 2.0 x 1.1 x 1.3M (goal size 3 x 2 M), thickness is 2.7mm, mesh is 10cm.
		3	Ball Bag, black, 4-ball capacity. Either duffel or tubular type. With handle and adjustable strap. Made of polyester, oxford material or its equivalent. (Mesh is not allowed)
		4	Stopwatch - Football - wristwatch style, used in international competition - (FOOTBALL) - (Branded)
		5	Dolphin Pro Whistle, polycarbonate mouthpiece with a vertical reinforcing rib. Pea-less whistle with adjustable lanyard.
9	GYMNASTICS (RG)	1	Rhythmic Ball - for elementary, 20cm in diameter, 300 grams, material is soft plastic / rubber, FIG standard
		2	Rhythmic Hoop - for elementary, 75-80 cm in diameter, 300 grams, made of flexible plastic. FIG standard.
		3	Rhythmic Ribbon with Stick - for elementary, 6m in length, 4cm in width, stick is made of fiberglass, conical in shape, with a rubber cap in the handle. FIG standard.
		4	Rhythmic Ball - for secondary, 20cm in diameter, 300 grams, material is soft plastic / rubber, FIG standard

		5	Rhythmic Hoop - for secondary, 80-90 cm in diameter, 300 grams, made of flexible plastic. FIG standard.
		6	Rhythmic Ribbon with Stick - for secondary, 6m in length, 4cm in width, 400 grams, stick is made of fiberglass, conical in shape, with a rubber cap in the handle. FIG standard.
		7	Rhythmic Clubs - 400 - 500mm, weight 150g minimum, Bottle Shape, Diameter of head is 30mm maximum.
		8	Stopwatch - digital with 100 memory, used in international competition - (Branded) -
10	GYMNASTICS (AERO)	1	Portable Public Address System - 12in Portable PA system, 200AMP WITH DUAL VHF MIC USB, SD, FM and Bluetooth. (12" 2 way Bass Reflex, Low 2.5" V-coil, Hi 1.5" V-coil, 8 ohms, 200 watts amplifier, USB/FM/BT Function, XLR Line Input/Output, RCA Input, Mic priority button, 1 Mic Input, 2 VHF Wireless Mic, Echo/Repeat/Delay Function, 12V DC IN, Rechargeable Battery)
		2	Dolphin Pro Whistle, polycarbonate mouthpiece with a vertical reinforcing rib. Pea-less whistle with adjustable lanyard.
		3	Stopwatch - digital with 100 memory, used in international competition - (Branded) -
11	SOFTBALL	1	Softball Gloves /Mitts - FIELDERS GLOVES/MITTS storm glove with funnel web Neo-Flex, conventional back with micro injection and Velcro strap for custom fit, CATCHERS GLOVES/MITTS - Adjustable Wrist Strap, Fast pitch model with conventional back and modified pro H Web (1 set SOFTBALL GLOVES = 11pcs Fielders Gloves/Mitts and 1 Catchers Gloves/Mitts) for Elem and Sec, (OPTIONAL)
		2	Softball Balls, OPTIC YELLOW
		3	Batting & Running Helmets, with earflaps, for Elem. and Sec. ISF Standard
		4	Catcher's Gear - Youth size, good for Sec and Elem girls, ISF standard
		5	Softball Bat (standard)
12	TABLE TENNIS	1	Table Tennis Table - (ITTF standard)
		2	Table Tennis Racket - (standard)
		3	Table Tennis Post & Cotton Net, quick install and removal with the clip system. (ITTF standard)
		4	Table Tennis Balls, size - 40mm
		5	Table/Manual Scoreboard - portable, made of hard plastic, minimum size - 8" x 15". Numbered plates (2 sets) made of hard plastics; each set shall be numbered from 1 - 30.
		6	Stopwatch - digital with 100 memory, used in international competition - (Branded)

		7	Dolphin Pro Whistle, polycarbonate mouthpiece with a vertical reinforcing rib. Pea-less whistle with adjustable lanyard.
13	TAEKWONDO	1	Octagon Rubber Mats - World Taekwondo (WT) standard, Reversible Blue and Red Interlocking Rubber Mats Big Teeth design, size : .8m x .8m x 24mm (132 pcs reversible square mats and 12 pcs reversible triangle mats), PTA approved
		2	TAEKWONDO PROTECTOR AND SCORING SYSTEM - PTA approved
			Protector and Scoring System Package : (1 set)
			1. Electronic Body Armor - 4 pcs.
			2. E-Armor Transmitter - 2 pcs.
			3. Electronic Head Gear - 4 pcs.
			4. E-Headgear Transmitter - 2 pcs.
			5. Referee Controller Box - 3 pcs.
			6. Charger for Transmitter - 1 pc
			7. USB Receiver - 1 pc
			8. Software - 1 pc
			9. Display Monitor 32" - 1 pc
			10. Laptop - 1 pc.
		3	Weighing Scale (Health scale, Beam type, with dual reading (pounds and kilograms), precise reading. Min Platform size: 10.5" x 14.5". Scale Height: 59". Heavy duty with 3 years warranty)
		4	Stopwatch - digital with 100 memory, used in international competition - (Branded)
14	TENNIS	1	Tennis Racket - Ideal for beginners
		2	Tennis Balls - (3 balls per tube) color yellow,
		4	Stopwatch - digital with 100 memory, used in international competition - (Branded)
		5	Dolphin Pro Whistle, polycarbonate mouthpiece with a vertical reinforcing rib. Pea-less whistle with adjustable lanyard.
15	VOLLEYBALL	1	Volleyball Balls - (standard 2-colors ball)
		2	Volleyball Bags - 4-ball capacity.
		3	Volleyball Net - nylon, size 9.50 x 1 meter.
		4	Table/Manual Scoreboard - portable, made of hard plastic, minimum size - 8" x 15". Numbered plates (2 sets) made of hard plastics; each set shall be numbered from 1 - 30.
		5	Stopwatch - digital with 100 memory, used in international competition - (Branded)
		6	Dolphin Pro Whistle, polycarbonate mouthpiece with a vertical reinforcing rib. Pea-less whistle with adjustable lanyard.
17	WUSHU	1	Wushu Sanda Protective Gear for MALE (Head Gear, Chest Protector, Groin Protector and Gloves)- BLACK - 2 sets Medium, 1 set Large

		2	Wushu Sanda Protective Gear for MALE (Head Gear, Chest Protector, Groin Protector and Gloves)- RED - 2 sets Medium, 1 set Large (Wushu Federation Approved)
		3	Wushu Sanda Protective Gear for FEMALE (Head Gear, Chest Protector, Groin Protector and Gloves)- BLACK - 2 sets Medium, 1 set Large (Wushu Federation Approved)
		4	Wushu Sanda Protective Gear for FEMALE (Head Gear, Chest Protector, Groin Protector and Gloves)- RED - 2 sets Medium, 1 set Large (Wushu Federation Approved)
		5	Gong with rack and hammer
		6	Wushu Puzzle Mat - Color two sides, two color - Red and Blue - size 1m x 1m x 2" (Wushu Federation Approved)
		7	Weighing Scale (Health scale, Beam type, with dual reading (pounds and kilograms), precise reading. Min Platform size: 10.5" x 14.5". Scale Height: 59". Heavy duty with 3 years warranty)
		8	Stopwatch - digital with 100 memory, used in international competition - (Branded)
18	WRESTLING	1	Wrestling Mat - Puzzle Mat, Color two sides, Red and Blue, Size 1m x 1m x 2" (WAP Approved)
		2	Weighing Scale (Health scale, Beam type, with dual reading (pounds and kilograms), precise reading. Min Platform size: 10.5" x 14.5". Scale Height: 59". Heavy duty with 3 years warranty)
		3	Stopwatch - digital with 100 memory, used in international competition - (Branded)
19	PENCAK SILAT	1	Interlocking Rubber Mat, Red and Blue - 1m x 1m x 24mm, BIGTEETH rubber mat.
		2	Body Armor
		3	Head Gear
		4	Groin Guard
		5	Stopwatch - digital with 100 memory, used in international competition - (Branded)
		6	Dolphin Pro Whistle, polycarbonate mouthpiece with a vertical reinforcing rib. Pea-less whistle with adjustable lanyard.
		7	Weighing Scale (Health scale, Beam type, with dual reading (pounds and kilograms), precise reading. Min Platform size: 10.5" x 14.5". Scale Height: 59". Heavy duty with 3 years warranty)
20	GOAL BALL	1	Goal Ball
21	BOCCE	1	Bocce Ball with carrying case

Name of School: _____
 School Id: _____
 Address: _____

Division: _____
 School Size: _____
 Total Learners Population: _____

School Sports Club Data	
Sports Offered:	Number of SSC Members:
1.	
2.	
3.	

Note: You may use additional row/s if necessary.

PART II: INVENTORY FORM

Instruction: *Kindly accomplish the inventory form by consolidating all purchased/received sports supplies and equipment from the SSEED Program. Submit the report to your Division Sports Officer.*

SCHOOL INVENTORY REPORT

Sports Supplies and Equipment Enhancement and Distribution (SSEED) Program

Batch: _____

Year: _____

QUANTITY	ITEM/ EQUIPMENT (Indicate brand name if available)	DATE RECEIVED	AMOUNT
TOTAL			

Note: You may use additional sheet/s if necessary.

Prepared by: _____

School Sports Club Coordinator

Noted by: _____

b. Fund Utilization Report

**FUND UTILIZATION REPORT OF SPORTS SUPPLIES, MATERIALS, AND EQUIPMENT FOR
SCHOOL SPORTS CLUB PROGRAM UNDER SPORTS SUPPLIES AND EQUIPMENT
ENHANCEMENT AND DISTRIBUTION (SSEED) PROGRAM**

Region: _____

School Division Office	Downloaded PSF per Sub- Aro	Disbursed Amount (Amount of Procured Items)	List of Sports Supplies, and Materials, and Equipment	Quantity	Recipient School

**Add rows if necessary*

Submitted by: _____ Head Teacher

c. Monitoring Form

Region: _____
 School: _____
 Address: _____
 Number of Learners: _____

Division: _____
 School Id: _____
 Type of School: _____
 Number of SSC Members: _____

Instruction: This form shall be accomplished by the Sports Division Officer upon monitoring the recipient schools of the SSEED program from the division. For more inquiries, contact the Bureau of Learner Support Services - School Sports Division at (02) 8632-0260 or through email address blss.ssd@deped.gov.ph.

MONITORING FORM FOR THE PURCHASED EQUIPMENT
Sports Supplies and Equipment Enhancement and Distribution (SSEED) Program

No.	INDICATORS	YES	NO	REMARKS
1.	AVAILABILITY OF PROCURED EQUIPMENT <i>Is the sports equipment ...</i>			
	A. completely available to cater to the different sports offered in the school?			
	B. purchased in good quality?			
	C. made from standard materials used in sports competitions?			
	D. procured through a bidding process before purchase?			
	E. sufficient for the number of students/ members of the School Sports Club?			
2.	STORAGE STATUS <i>Is the sports equipment ...</i>			
	A. stored in the room that is in good condition?			
	B. systematically arranged and kept all in one place?			
	C. stored in a safe and hazard-free area?			
	D. subject to regular inventory checks?			
	E. vigilantly inspected and addressed any identified issues promptly?			
3.	USABILITY <i>Is the sports equipment ...</i>			
	A. used by all students and members of the School Sports Club?			
	B. utilized in various sports activities (Intramurals, sports fest, etc.)?			
	C. used in the regular training of competitive athletes?			

	D. accompanied by a logbook for tracking use or borrowing?			
	E. inspected before and after using?			
4.	ACCESSIBILITY <i>Is the sports equipment ...</i>			
	A. accessible to all members of the School Sports Club?			
	B. accessible to inclusive learners of the school?			
	C. allowed to be used by teachers and other members of the administration?			
	D. available for learners during after-school activities?			
	E. providing students with opportunities to engage in regular physical activity?			

Survey Questions:

1. Did you encounter any issues when purchasing sports equipment? If so, what were the problems, and how were they resolved?

2. What is the school's process for purchasing sports equipment?

3. How does the sports equipment benefit the learners' participation in physical activities?

4. Did the school purchase personal items of the athletes such as uniforms, shoes, and other sports gear? If yes, please specify.

5. What action does the school take if sports equipment is lost or damaged?
