



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

June 18, 2025

DIVISION MEMORANDUM


No. 259, s. 2025

**ORIENTATION FOR THE REGISTRATION OF ALL SCHOOLS IN THE
SCHOOLS DIVISION OF CALBAYOG CITY FOR THEIR EXISTING
SCHOOLS SPORTS CLUB**

TO : Assistant Schools Division Superintendent
Chief Education Supervisor (CID & SGOD)
Education Program Supervisors
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. In compliance with the Regional Memorandum No. 1626 s. 2024 and Division Memoranda No. 017, s. 2025, this office through the School Governance and Operations Division (SGOD), hereby directs all **School Heads** to attend the orientation for the Registration of School Sports Club on **June 24, 2025** at the **Division Conference Hall** at **9:00am – 11:30am**.
2. The Orientation will cover the introduction of School Sports Club, its objectives and principles.
3. For further information, please contact Peter John B. Tomale, Technical Assistant-1/School Sports Club Focal Person at 09626715305 or via email at peterjohn.tomale@deped.gov.ph
4. Immediate dissemination of this Memorandum is desired.




MARGARITO A. CALAYONA JR. PhD, CESO VI
OIC- Schools Division Superintendent

Enclosure: Division Memorandum No. 017, s.2015 and Regional Memorandum No. 1626 s. 2024

To be indicated in the *Perpetual Index* Under the following subjects:
SGOD SCHOOL SPORTS CLUB



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

January 7, 2025

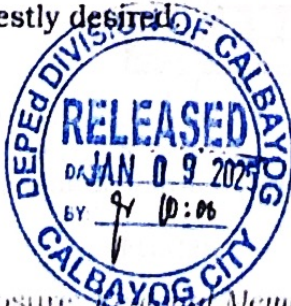
DIVISION MEMORANDUM

No. 017, s. 2025

**REGISTRATION OF ALL SCHOOLS IN EASTERN VISAYAS FOR
THEIR EXISTING SCHOOL SPORTS CLUB**

TO : Assistant Schools Division Superintendent
Chief Education Supervisor (CID & SGOD)
District Advisors
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. In compliance with Regional Memorandum No. 1626, s. 2024, this Office through the School Governance and Operations Division (SGOD) hereby directs all schools of Calbayog City division with existing School Sports Club to register by accomplishing and uploading the Form SSC.1 and Form SSC.2 to the registration link using the school DepEd Microsoft account at <http://bit.ly/afterschoolsportsclubregistration2024>.
2. The data gathered through the registration process will be used to identify the recipient school for the School Sports Supplies Materials and Equipment Enhancement Distribution Program (SSEEDP) for the School Sports Club.
3. Enclosed are the templates for Form SSC.1 and SSC.2.
4. Immediate dissemination of and compliance with this Memorandum are earnestly desired.



MARGARITO A. CADAYONA JR. PhD, CESO VI
OIC-Schools Division Superintendent

Enclosure: Memorandum No. 1626, s. 2024

To be indicated in the **Perpetual Index Under** the following subjects:

SGOD

SPORTS



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

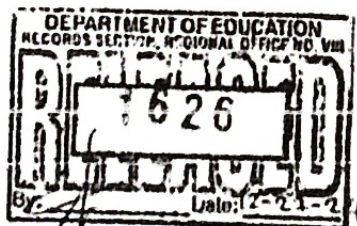
December 23, 2024

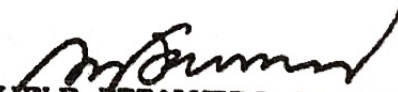
REGIONAL MEMORANDUM
No. **1626** s. 2024

**REGISTRATION OF ALL SCHOOLS IN EASTERN VISAYAS
FOR THEIR EXISTING SCHOOL SPORTS CLUB**

To: Schools Division Superintendents
Division Sports Officers
School Heads
All Others Concerned

1. This office, through the Education Support Services Division, hereby announces the Registration of all Schools in **DepEd Region VIII - EASTERN VISAYAS** with existing School Sports Club.
2. The objective of the registration is used to identify the recipient school for the School Sports Supplies Materials and Equipment Enhancement Distribution Program (SSEEDP) for School Sports Club.
3. School shall accomplish and submit Form SSC.1 and Form SSC.2 signed by their concerned superior/s. and upload to the registration link using the school DepEd Microsoft account: <https://bit.ly/afterschoolsportsclubregistration2024>.
4. Enclosed is the template for Form SSC. 1, SSC. 2.
5. Immediate dissemination of and compliance with this Memorandum are desired.




EVELYN R. FETALVERO, CESO III
Regional Director

Enclosures: As stated,

References: None

To be indicated in the Perpetual Index under the following subjects

FORMS

PROGRAMS

SPORTS

ESSD MJDR



Republic of the Philippines
Department of Education
BUREAU OF LEARNER SUPPORT SERVICES

FORM SSC.1: SCHOOL SPORTS CLUB REGISTRATION FORM

INSTRUCTIONS: Input the necessary details. Indicate N/A if not applicable. **DO NOT ABBREVIATE.**

A. Basic Information			
Region		Division	
Name of School		School ID	
Address			
Email address (if any)		Telephone No.	
Website URL (if any)			
B. School Profile			

C. Sports Club**C.1 Mandatory Sports**

At least three out of six mandatory sports; however you may establish any preferred sports club.

Add rows if necessary.

1.

2.

3.

4.

5.

6.

C.2 Preferred Sports

Add rows if necessary.

1.

7.

2.

8.

3.

9.

4.

10.

5.

11.

6.

12.

Declaration:

I hereby declare the information provided in this application is true and correct and there have been no misleading statements, omission of any relevant facts nor any misinterpretation made.

Prepared by:

Sports Club Coordinator	
Signature	
Date	

Certified by:

Principal/Officer-in-Charge	
Signature	
Date	

Verified by:

Division Sports Officer	
Signature	
Date	

This form is not valid if not signed.

Required Attached Document: Accomplished Form SSC.2 School Sports Club Attachment Form



Republic of the Philippines
Department of Education
BUREAU OF LEARNER SUPPORT SERVICES

FORM SSC.2: School Sports Club Attachment Form

INSTRUCTIONS: Input the necessary details. Indicate N/A if not applicable.
DO NOT ABBREVIATE.

I. SPORTS CLUB INFORMATION

Create a copy of this page if four or more sports clubs are being offered. Add rows and columns if necessary.

Sport's Club Name:	
Established Date:	
Sports Club Facilitator/s:	
Sports Club Member/s:	
Members' Name	Grade Level
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

Sport's Club Name:	
Established Date:	
Sports Club Facilitator/s:	
Sports Club Member/s:	
Members' Name	Grade Level
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

Sport's Club Name:	
Established Date:	
Sports Club Facilitator/s:	
Sports Club Member/s:	
Members' Name	Grade Level
1.	
2.	
3.	
4.	
5.	

6.	
7.	
8.	
9.	
10.	

II. PROGRAMMING

Put the preferred time schedule. Add rows and columns if necessary.

Time	Sports Club	Mon	Tues	Wed	Thurs	Fri	Sat
Example							
3:00PM-4:00PM	Arnis Sports Club		/				
4:00PM-5:00PM	Chess Sports Club			/			
5:00PM-6:00PM	Sepaktakraw Sports Club					/	

Put the preferred time schedule. Add rows and columns if necessary.

Time	Varsity Club	Mon	Tues	Wed	Thurs	Fri	Sat

III. LIST OF AVAILABLE SPORTS EQUIPMENT AND SPORTS FACILITIES

Tick the box if standard sports equipment and facilities are available and ready to use. Put remarks and add rows if necessary.

Learning Facilities		Remarks
<input type="checkbox"/>	Track and field oval	
<input type="checkbox"/>	Gymnasium / covered court	
<input type="checkbox"/>	Basketball court	
<input type="checkbox"/>	Volleyball court	
<input type="checkbox"/>	Swimming pool	
<input type="checkbox"/>	Football/ softball/ baseball field	
<input type="checkbox"/>	Spacious playing area	
<input type="checkbox"/>	Others: _____	

Sports Equipment		Remarks
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
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<input type="checkbox"/>		

IV. SPORTS ACTIVITIES, PROGRAMS AND/OR PROJECTS

Give at least (3) three recent activities, programs, projects or any other initiatives implemented related to sports.
Add rows if necessary.

Activities/Programs/Projects	Date of Implementation
1.	
2.	
3.	

Declaration:

I hereby declare the information provided in this application is true and correct and there have been no misleading statements, omission of any relevant facts nor any misinterpretation made.

Prepared by:

Sports Club Coordinator	
Signature	
Date	

Certified by:

Principal/Officer-in-Charge	
Signature	
Date	

Verified by:

Division Sports Officer	
Signature	
Date	