



Republic of the Philippines
Department of Education
Region VI- Western Visayas
DIVISION OF SAGAY CITY

August 14, 2024

DIVISION MEMORANDUM
No. 510, s. 2024

INVENTORY AND MONITORING OF THE 2023 SPORTS SUPPLIES AND EQUIPMENT
ENHANCEMENT AND DISTRIBUTION (SSEED) PROGRAM
FOR BATCH 2- SCHOOL RECIPIENTS

To: Asst. Schools Division Superintendent
Chief Education Supervisors – CID and SGOD
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

- Pursuant to DM-OUOPS-2024-10-06318 titled 'Inventory and Monitoring for 2021 to 2023 Sports Supplies and Equipment Enhancement and Distribution (SSEED) Program,' this office requests that all SSEED-P Batch 2 recipient schools complete the required inventory and monitoring template and submit the hard copy to the Division Records Office on or before August 19, 2024. (See Annex of this Memorandum)
- Please be reminded that these reports are critical for assessing the impact of the distributed equipment and supplies and for planning future improvements of the Bureau of Learner Support Services School Sports Division (BLSS-SSD).
- The office requests the Administrative Officers or the Administrative Assistant assigned to each school beneficiary to complete the inventory form and upload the soft copy to the drive shared in the chat groups of AOs and ADAs by August 16, 2024. This will facilitate easier consolidation.
- School Heads of the Batch 2 SSEED-P recipient schools are requested to ensure that the said inventory and monitoring form are submitted on time and accurately. The following items need to be submitted:
 - Hard/printed copy of the inventory and monitoring form submitted to the division records office on or before August 19, 2024.
 - soft copy of the inventory and monitoring form uploaded in the drive of the SSEED-P Batch 2 on August 16, 2024.
- It is understood that DepEd Sagay City Division commits to integrate the principles of gender equality, equity and sensitivity, non-discrimination, and human rights, in the provision of governance of basic education. This is in line with the DepEd’s mandate to ensure access to quality basic education and equal opportunities for all.
- For clarification and more information, please contact Dr. Josette P. Balandra, Education Program Supervisor for the School Governance and Operations Division and Division Sports Officer at her messenger.
- For guidance and compliance.

NOE B. ABDON
Administrative Officer V
In-charge of the Division

MARSETTE D. SABBALUCA, CESO VI
Schools Division Superintendent

Number of Pages including this Document: _____
Enclosure: As stated
Reference: Letter from Office of the City Mayor (Sagay City)
Allotment: N/A
To be included in the perpetual index under the following subjects:
SPORTS PROGRAM SSEED Batch 2



Address: Sitio Chloe, Barangay Rizal, Sagay City, Negros Occ.
Telephone Number: (034) 488 – 0215/0216
Email Address: sagay.city001@deped.gov.ph

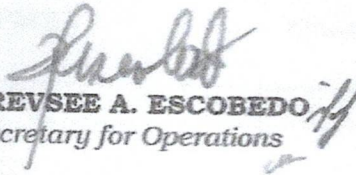


Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM
DM-OUOPS-2024-P-06318

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL AND DIVISION SPORTS OFFICERS
SCHOOL SPORTS CLUB IMPLEMENTERS
ALL OTHER CONCERNED

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

SUBJECT : INVENTORY AND MONITORING FOR 2021 TO 2023 SPORTS
SUPPLIES AND EQUIPMENT ENHANCEMENT AND
DISTRIBUTION (SSEED) PROGRAM

DATE : August 5, 2024

In reference to the memorandum dated November 6, 2023 regarding the **2023 Sports Supplies and Equipment Enhancement and Distribution Program**, we would like to follow up on the matter concerning the responsibilities of the Regional Office outlined in the said memorandum particularly the submission of the required report.

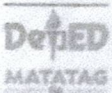
The Regional Office recipient of the said program shall submit the analyzed results of the conducted monitoring and evaluation activity to the Central Office through email at blss.ssd@deped.gov.ph duly signed by the Regional Director, on or before **August 31, 2024**.

Please be reminded that these reports are critical for assessing the impact of the distributed equipment and supplies and for planning future improvements.

Enclosed is the template for inventory report of the purchased equipment in the Division and School Level for submission.

For more information, you may contact the **Bureau of Learner Support Services School Sports Division** at telephone number (02) 8632-0260 or through email address blss.ssd@deped.gov.ph.

Immediate and wide dissemination of this memorandum is desired.



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