



ESSDIV



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

April 17, 2024

**REGIONAL MEMORANDUM**

No. 367, s. 2024

To: Schools Division Superintendents  
SGOD and CID Chiefs  
Division Sports Officers and Coordinators  
RO Division Chiefs, Unit and Section Heads  
All Others Concerned

**DATA GATHERING AND CONSULTATION ON THE INSTITUTIONALIZATION  
OF THE SCHOOLS SPORTS CLUB**

1. The DepEd Bureau of Learner Support Services School Sports Division (BLSS-SSD) shall conduct Phase II of the policy development process of the Data Gathering and Consultation on the Policy Development for the Institutionalization of the School Sports Club on April 22-26, 2024, in Cebu Business Hotel, 2<sup>nd</sup> Level, F&C Square, Colon Corner Junguerra St. Metro Cebu.
2. Participants of the activity are the selected Regional Sports Officers (RSO), Public Schools District Supervisors (PSDS), Education Program Supervisors (EPS), division Sports Officers (DSO), School Heads and School Club Facilitators. Participants are requested to confirm their attendance by registering through this link [bit.ly//SSC DataGathering](https://bit.ly/SSCDataGathering) (DepEd Microsoft Account Required) **ASAP**. Hotel check-in will start on April 22, 2024 at 2:00 PM and check out time is on April 26, 2024 at 12:00 noon.
3. Traveling expenses of participants shall be charged against the local funds subject to the usual accounting and auditing rules and regulations.
4. Attached is a copy of Memorandum OM-OUOPS-2024-10-02515 dated March 26, 2024 from Atty. Revsee A. Escobedo, Undersecretary for Operations and Advisory dated April 5, 2024 from Atty. Suzette T. Gannaban-Medina, Officer-In-Charge, Director IV, Bureau of Learner Rights and Protection Office.
5. For immediate dissemination.

**JOCELYN DR ANDAYA**  
Director IV

Encl.:  
As stated



Address: 6 Misamis St. Bago Bantay, Quezon City  
Email Address: [ncr@deped.gov.ph](mailto:ncr@deped.gov.ph)  
Website: <https://www.depedncr.com.ph>

Doc. Ref. Code	RO-ORD-F004	Rev	00
Effectivity	01.26.23	Page	1 of 2

✓ AD



Republika ng Pilipinas  
**Department of Education**  
BUREAU OF LEARNER SUPPORT SERVICES

*Office of the Director*

**ADVISORY**

05 April 2024


This has reference to Memorandum No. **OUOPS-2024- 10-02515** issued on April 4, 2024, by the Office of the Undersecretary for Operations to the conduct of the **Data Gathering and Consultation on the Institutionalization of the School Sports Club** scheduled from April 22 to 26, 2024 within Cebu City.

The Bureau of Learner Support Services - School Sports Division hereby informs all concerned of the following:

1. The exact hotel venue is Cebu Business Hotel located at the 2<sup>nd</sup> Level, F&C Square, Colon Corner Junquera Street, Metro Cebu.
2. Hotel check-in will start on April 22, 2024, Monday at 2:00 p.m. while check-out is on April 26, 2024, Friday at 12:00 noon.
3. Participants are requested to register through this link [bit.ly//SSCDataGathering](http://bit.ly//SSCDataGathering) (DepEd Microsoft Account Required) on or before April 15, 2024.
4. Expenses relative to the attendance of the management staff (BLSS-SSD) and resource persons such as board and lodging and traveling expenses shall be charged against FY 2023 Physical Fitness and School Sports (PFSS) continuing funds while the traveling expenses of participants shall be charged against their respective local funds, subject to the usual accounting and auditing rules and regulations.
5. All other provisions in the said Office Memorandum shall remain in effect.

For information and guidance of all concerned.

For queries and concerns, please contact the BLSS-SSD through email at [blss.ssd@deped.gov.ph](mailto:blss.ssd@deped.gov.ph).

  
**ATTY. SUZETTE T. GANNABAN-MEDINA**  
*Officer-in-Charge, Director IV*  
*Bureau of Learner Support Services and*  
*Learner Rights and Protection Office*




Republika ng Pilipinas  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

**MEMORANDUM**

**OM-OUOPS-2024-10-02515**

**TO :** Regional Directors  
Minister, Basic, Higher, and Technical Education, BARMM  
Schools Division Superintendents  
School Heads  
All Others Concerned

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

  
DR. DEXTER A. GALBAN  
Assistant Secretary for Operations

**SUBJECT :** INVITATION AND REQUEST FOR REPRESENTATIVES FROM  
THE FIELD OFFICES TO THE DATA GATHERING AND  
CONSULTATION FOR POLICY DEVELOPMENT ON THE  
INSTITUTIONALIZATION OF SCHOOL SPORTS CLUB

**DATE :** MARCH 26, 2024

The Department of Education (DepEd) through the Bureau of Learner Support Services – School Sports Division (BLSS-SSD) shall conduct Phase II of the Policy development process the **Data Gathering and Consultation on the Policy Development for the Institutionalization of the School Sports Club** scheduled from **April 22 to 26, 2024** within **Cebu City**.

The objectives of this policy development are as follows:

1. Gather key policy and operational insights on the after-school sports program (i.e. Formulation and crafting, current programs, school level, process of implementation, gaps, etc.) with concerned offices, individuals, and stakeholders from the central, regional, division, and school-level governance.
2. Co-develop, alongside key DepEd offices across all levels, the Policy on the institutionalization of the School Sports Club following the template set in DepEd (DO) Order No. 13, s.2015, *Establishment of a Policy Development Process at the Department of Education*.
3. Provide a collaborative and inclusive platform for concerned offices, individuals, and stakeholders from the central, regional, division, and school levels of governance to ensure a responsive policy output intended for the learners.

The participants of the activity are the selected Regional Sports Officers (RSO), Public School District Supervisors (PSDS), Education Program Supervisors (EPS), Division Sports Officers (DSO), School Heads (SH), and School Club Facilitators (SCF).

The participants from the different DepEd offices shall actively participate and should be able to contribute significantly to the five-day data-gathering and consultation activity.

Participants may confirm their attendance by registering through this link [bit.ly/SSCDataGathering](https://bit.ly/SSCDataGathering) (DepEd Microsoft Account Required) on or before April 15, 2024. The list of participants and indicative program is outlined in Annex A and B for reference.

Expenses relative to the attendance of the management staff (BLSS-SSD) and resource persons such as board and lodging and traveling expenses shall be charged against the FY 2023 Physical Fitness and School Sports (PFSS) continuing funds while the traveling expenses of the participants are chargeable against their local funds subject to the usual government accounting and auditing rules and regulations.

For more information, all concerned may contact the Bureau of Learner Support Services- School Sports Division through Ms. Rosalie G. Roxas, Education Program Specialist II at telephone number 02(6320260) or through email address [blss.ssd@deped.gov.ph](mailto:blss.ssd@deped.gov.ph).

*BLSS-School Sports Division/RGR*



Room 101, Rizal Building, DepEd Complex, Meralco Avenue, Pasig City 1600  
Telephone Nos.: (02) 8633-5313; (02) 8631-8492  
Email Address: [oure@deped.gov.ph](mailto:oure@deped.gov.ph) | Website: [www.deped.gov.ph](http://www.deped.gov.ph)

Doc. Ref. Code	DM-OLOPS	Rev	01
Effectivity	03.23.23	Page	2 of 2

