



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON




30 June 2024

Regional Memorandum
No. 472 s. 2024

**GUIDELINES ON UTILIZATION OF THE PROGRAM SUPPORT
FUND FOR THE PROCUREMENT OF SPORTS SUPPLIES
MATERIALS AND EQUIPMENT FOR SCHOOL
SPORTS CLUB UNDER SSEEDP FOR
FISCAL YEAR 2024**

To: **Schools Division Superintendents**

1. In reference to OM-OUOPS-2024-10-02040, under the School Sports Supplies and Equipment Enhancement Distribution Program (SSEEDP) of the Bureau of Learners Support Services - School Sports Division (BLSS-SSD) for the procurement of Sports Supplies Materials and Equipment for the implementation of School Sports Club. The Regional Office (RO), Schools Division Offices (SDOs), and School recipients shall receive the program support fund for Sports Supplies and Equipment for Fiscal Year 2024 through the issuance of a Sub-Allotment and Release Order (SARO).
2. See attached copy for the following information: Target Recipients, Funding Requirements, Eligible Expenses, Utilization of Program Support Fund, Roles and Responsibilities, and Monitoring and Evaluation.
3. The DepEd Central Office through the Bureau of Learners Support Services-School Sports Division (BLSS-SSD) shall regularly monitor the program implementation and fund utilization of Ros, SDOs, and recipient schools through a consolidated utilization and implementation report.
4. The Regional Sports Officer shall submit to the BLSS-SSD a consolidated utilization and implementation report duly signed by the Regional Director to be submitted through blss.ssd@deped.gov.ph.
5. For more information or clarification, you may contact Dr. Eduarda M. Zapanta, Chief Education Supervisor, Education Support Services Division (ESSD), and or Joseph Tito N. Ocampo, designated Regional Sports Officer at mobile numbers 09189918285 and 09954749255 respectively.
6. Immediate dissemination and compliance with this Memorandum is highly expected.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

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