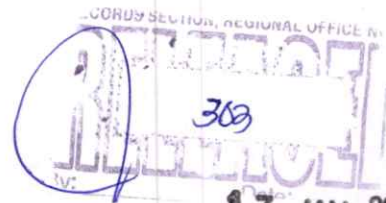




Republic of the Philippines
Department of Education
REGIONAL OFFICE IX, ZAMBOANGA PENINSULA



Office of the Regional Director

January 17, 2023

Regional Memorandum

No. 026 s.2023

SUBMISSION OF CONSOLIDATED UTILIZATION REPORT RE: SPORTS SUPPLIES AND EQUIPMENT ENHANCEMENT AND DISTRIBUTION (SSEED) PROGRAM

To: Schools Division Superintendents
Division Sports Officers
This Region

1. Attached is a Memorandum from Nenneth Esplana-Alama, Ph.D., Director IV, Bureau of Learner Support Services dated January 13, 2023, on the **Submission of Consolidated Utilization Report re: Sports Supplies and Equipment Enhancement and Distribution (SSEED) Program.**
2. Attention is invited to paragraph no 2 – 5 of the above-mentioned Memorandum.
3. For more information and/or clarifications, please contact Mario Shoji N. Romarate, Regional Sports Officer at the email address shoji.romarate@deped.gov.ph.
4. For your information and appropriate action.


DR. RUTH L. FUENTES, CESO IV
Regional Director

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EBP/msnr



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

OFFICE OF THE DIRECTOR

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

FROM : **NENNETH ESPLANA-ALAMA, Ph.D.**
Director IV

SUBJECT : **SUBMISSION OF CONSOLIDATED UTILIZATION AND
IMPLEMENTATION REPORT RE: SPORTS SUPPLIES AND
EQUIPMENT ENHANCEMENT AND DISTRIBUTION PROGRAM**

DATE : **13 January 2023**

This has reference to the enclosed Memorandum issued by the Office of the Undersecretary for Governance and Field Operations (UGFO) dated 18 October 2022 with subject **Sports Supplies and Equipment Enhancement and Distribution (SSEED) Program**.

Pursuant to the provisions under *Roles and Responsibilities, Item No. 3 (d)* of the therein enclosed Implementing Guidelines, the schools division offices (SDOs) shall submit a **consolidated utilization and implementation report** a month after the SSEED Program's full implementation in their schools divisions.

In view of the foregoing, this Office respectfully requests all SDOs to comply with the aforementioned guidelines, particularly those who have yet to submit their respective consolidated utilization and implementation report. It shall include the **list of recipient-schools, photos taken during the day of distribution, and other means of verification**. Said report must be duly signed by the Schools Division Superintendent (SDS) and a copy must be furnished to the respective regional office.

The consolidated utilization and implementation report must be sent through email, with subject heading **SSEEDP Report - <Region> - <Division>** (e.g. *SSEEDP Report - Region XI - SDO Davao City*), at the official email address of this Bureau's School Sports Division (SSD) at blss.ssd@deped.gov.ph on or before **January 25, 2023**.

For more information, you may contact the **Bureau of Learner Support Services-School Sports Division** through **Jason R. Razal**, Administrative Assistant II or **Ma. Graciela R. Acero**, Technical Assistant II at telephone number (02) 8632-0260 or through email address blss.ssd@deped.gov.ph. You may also download the registration form via the following link: <https://schoolsportsdivision.online>.

Immediate and wide dissemination of this Memorandum is desired.