

### Department of Education

### REGION IX. ZAMBOANGA PENINSULA SCHOOLS DIVISION OF DAPITAN CITY

### Office of the Schools Division Superintendent

11 July, 2025

#### **DIVISION MEMORANDUM**

No. 451, s. 2025

#### DIVISION SCHEDULE ON THE CONDUCT OF SPORTS ACTIVITIES S.Y. 2025-2026

TO: Assistant Schools Division Superintendent Chief Education Supervisors, CID and SGOD **Education Program Supervisors** PSDSs and PICDs Private and Public Elementary and Secondary School Heads District and School Sports Coordinators School Sports Clubs Coaches and Facilitators All others concerned This Division

- Republic Act 10588 Paragraph 2, Sec. 2, Art. 1 states: "Hence, it shall be a declared policy of the State to support programs that will improve and promote the Palarong Pambansa as the primary avenue for providing inschool sports opportunities to improve the physical, Intellectual and social well-being of the youth. All educational institutions are therefore directed to promote physical education and undertake regular sports activities as well as support to local meets and the Palarong Pambansa".
- To support this mandate and to establish baseline for talent 2. identification, selection, recruitment and training of athletes in the different sport events for the upcoming higher meets "Div. Memo No. 181, s. 2025", this division sets the schedule of activities for the schools and districts to observed, to wit:

Months/Date	Activity	Venue
July, 2025	<ul><li>Renewal of School Sports</li><li>Consolidation of SSC forms</li></ul>	Schools and SDO
August 1-2, 2025	<ul><li>Conduct of Intramural Meet</li><li>Selection of athletes</li></ul>	Respective Schools
August 7-9, 2025	<ul><li>Conduct of District Meet.</li><li>District Selection of Athletes</li></ul>	Respective Districts
August 27-30, 2025	Conduct of DCAA Meet	Different venues of Dapitan City
September 1-5, 2025	<ul> <li>Consolidation of DACAA qualified athletes for ZPRAA 2026</li> </ul>	SDO



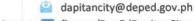














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September 8, to ZPRAA Meet 2026	Training of qualified athletes for ZPRAA Meet 2026 and for identified talented and committed athletes.	Respective Schools
November, 2025	Assessment and evaluation of athletes	Different Clubs

- The cut-off age of the elementary athletes shall be 13 years old or must be born on or after January 1, 2013 and 18 years old or born on or after January 1, 2008 for the secondary athletes, "enclosure 2 of DM No. 005, s. 2023".
- Sports club coaches shall use the M&E Tool for School Sports Club 4. Implementation (See attached Annex A) as basis in planning the development and tracking of the progress of their sports clubs.
- School Heads shall arrange the classes of the coaches and athletes to have ample time for daily training or implement flexible learning modality and to provide all athletes with learning intervention as part of their academic program and assign teachers to affected classes in compliance with DepEd Order No. 022, s. 2023.
- 6. For the overall welfare of the participants, the following provisions shall be strictly followed:
  - a. DepEd Order No. 55 s. 2013 "Anti-Bullying Policy"
  - b. DepEd Order No 40, s. 2012 "DepEd Child Protection Policy"
  - c. DepEd Order No. 32, s. 2017 "Gender-Responsive Basic Education Policy"
- Teachers who will served during Saturdays, Sundays and Holidays shall be granted Vacation Service Credits subject to the provision stipulated under DO No. 013, s. 2024, likewise, School Heads and non-teaching personnel shall be provided with Compensatory Overtime Credit (COC) per CSC and DBM Joint Circular No. 2, s. 2004.
- Expenses relative to the conduct of activities shall be charged to division/school MOOE and/or SEF/local funds subject to the usual accounting and auditing rules and regulations.
- 9. For queries, please contact the Division Sports Coordinator, EPS Noel P. Mangubat, through cellphone no. 0939 759 0755, and Assistant Division Sports Coordinator, Rey G. Campos through cellphone no. 0912 291 3304
- For wide and immediate dissemination of this memorandum is desired. 10.



JAY S. MONTEALTO, CESO VI

Asst. Schools Division Superintendent OIC, Schools Division Superintendent,



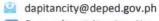


















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Annex A

School:

#### M & E TOOL FOR SCHOOL SPORTS CLUB IMPLEMENTATION

Date of Monitoring:\_\_\_\_

School Head:		Position:		
Project Title:				
Components	Evident	Not Evident	Remarks	Suggestions
I. Pre-Implementation (Planning)				
Approved School Sports Club / Program.				
<ul> <li>Approved Action Plan/Project         Proposal on the Implementation of School Sports Club     </li> </ul>				
<ul> <li>Minutes of Meeting / Planning Conference / Meeting on the implementation of School Sports Club</li> </ul>				
<ul> <li>Office Memorandum on the implementation of the School Sports Club</li> </ul>				
<ul> <li>Advocacy/Orientation/Training on the implementation of the Action Plan of the School Sports Club</li> </ul>				
<ul> <li>Minutes of Meeting/Activity         Proposal/Accomplishment Report         of the advocacy/orientation         activities     </li> </ul>				
Partnership Proposals/MOA				
II. Implementation	*			
<ul> <li>M &amp; E Plan on School Sports Club</li> </ul>				
<ul> <li>PFT Result among Sports Club Members</li> </ul>				
<ul> <li>PFT Result Analysis among Sports Club Members</li> </ul>				
<ul> <li>Individual Progress Report on Developmental Skills among Sports Club Members</li> </ul>				
<ul> <li>Post-PFT Results among Club Members</li> </ul>				
<ul> <li>Practice/Training /Playing area/venue conform with required standard</li> </ul>				
<ul> <li>List of Sports Club Members</li> </ul>				
<ul> <li>Utilization of the Sports Manual</li> </ul>				



















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•	Organizational structure of the				
	Sports Club				
•	Schedule of Trainings, Practices of				
	the sports club				
•	Pictures of Home and Away Games				
	joined by the sports club				
•	Memo regarding participation to				
	<ul> <li>a. Home and away games</li> </ul>				
	b. Inter-School Club Competitions				
•	Sports Club materials and				
	equipment				
•	Class Program / Master Program				
	indicating school sports club				
	activities/practice.				
•	Sports Manual				
II. Po	st-Implementation				
•	Program Implementation Review				
•	Accomplishment Report				
	Appreciation/Awarding Ceremony				
Evalua	ted by:	Confo	orme:		
Name/	Position/Signature of DFTAT Member	Schoo	ol Head/Sch	nool Sports	Coordinator











