



Republic of the Philippines  
**Department of Education**  
REGION III  
Schools Division Office of Bulacan

June 13, 2022

**DIVISION MEMORANDUM**

No. **203**, s. 2022

**DISTRIBUTION OF DEPED SPORTS MANUALS**

To: Assistant Schools Division Superintendents  
SGOD and CID Chiefs  
Public Elementary and Secondary School Heads  
MAPEH Head Teachers/Coordinators/School Sports Coordinators  
Private Schools School Sports Representatives  
All Others Concerned

1. Pursuant to OUA Memo 16-0721-0735 on the National Orientation and use of DepEd Sports Manuals in support of the Department's programs on sports, particularly on the implementation of sports club, the Office of the Undersecretary for Administration (OUA), through the Bureau of Learners Supports Services-School Sports Division (BLSS-SSD) developed and reproduced Sports Manual to be used in the conduct of such activities. Hence, to orient the sports personnel among schools on better understanding on the DepEd Sports Manuals and understanding on school sports programs, sports clubs' frameworks, implementations, and management, this Office shall distribute the said manuals among schools at SDO Bulacan c/o Property Custodian Unit on the following schedules:
  - 1.1 EDDIS 1 & 2-Elementary Schools (Including Integrated Schools) and Secondary Schools (Including Stand-Alone SHS) / Select Private Schools Sports Representatives June 20, 2022, Monday 9:00am-4:00pm
  - 1.2 EDDIS 3 & 4-Elementary Schools (Including Integrated Schools) and Secondary Schools (Including Stand-Alone SHS) /Select Private Schools Sports Representative June 21, 2022, Tuesday 9:00am-4:00pm
2. Recipients of 1-set of 29 Sports Manuals are the 538 Public Elementary and Secondary Schools to be taken care by their School Heads/School Sports Coordinators or MAPEH School Heads/Coordinators, (1) EPS-Division Sports Coordinator, (1) EPS-Asst. Division Sports Coordinator, (12) Private Schools to be taken care by the School Sports In-Charge (2-sets per Districts - District 1, 2, 3, 4, 5, and 6), (1) CID Copy, (1) SGOD Copy, (1) OSDS Copy.
3. School Heads, School's Property Custodians, or the MAPEH Head Teachers/Coordinators and School Sports Coordinators shall receive the said sports manuals and shall be responsible for safekeeping purposes. Property Custodians shall account the sports manuals to the person in-charge per school.
4. Expenses to be incurred in the distribution of sports manuals such as transportation shall be charged against School's MOOE subject to the usual accounting and auditing rules and regulations.
5. It is expected that all participants observe the minimum health standard protocols in compliance to Inter-Agency Task Force (IATF) policies under Alert Level 1 as pre-emptive interventions to combat COVID 19.
6. This Memorandum serves as the travel authority of all concerned.
7. Immediate and wide dissemination of this Memorandum is desired.

  
**ZENIA G. MOSTOLES, EdD, CESO V**  
Schools Division Superintendent

