



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 : NENETH ESPANA-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 (OUGFO) 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.

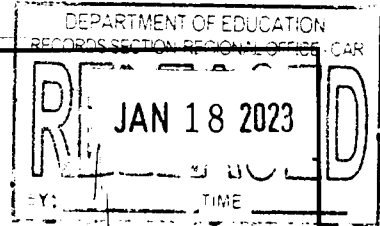
In view of the foregoing, this Office respectfully requests all SDOs to comply with the aforementioned guidelines, particularly those who have yet to submit their respective consolidated utilization and implementation report. It shall include the **list of recipient-schools, photos taken during the day 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**.

3F Mabini Building, DepEd Complex, Meralco Avenue, Pasig City
Telephone No.: (02) 632-9935; (02) 8635-3763 | Email Address: blss.od@deped.gov.ph



Republic of the Philippines
DEPARTMENT OF EDUCATION
Cordillera Administrative Region



January 17, 2023

To : Schools Division Superintendents
All Division
For information, guidance and appropriate action.

ESTELA P. LEON-CARIÑO EDD, CESO III
Director IV/Regional Director

For the Regional Director:

FLORANTE E. VERGARA
Assistant Regional Director



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Moreover, all SDOs are respectfully requested to instruct all SSEED Program school-recipients under their jurisdiction to register to the SSEEDP portal at <https://schoolsportsdivision.online>.

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.

For your favorable action.