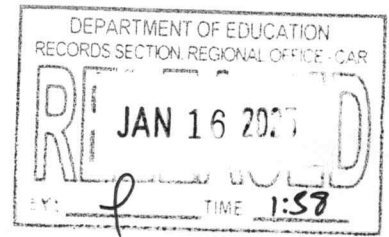




Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION



15 January 2025

REGIONAL MEMORANDUM
 No. 034.2025

**SUBMISSION OF UTILIZATION REPORT FOR THE PROGRAM SUPPORT FUND
 ON THE IMPLEMENTATION OF THE SPORTS SUPPLIES AND EQUIPMENT
 ENHANCEMENT AND DISTRIBUTION (SSEED) PROGRAM FY 2024**

To: Assistant Regional Director
 Schools Division Superintendents
 School Governance and Operations Division Chiefs
 School Heads
 All Others Concerned

1. In relation to **OM-OASOPS-2024-11-570**, this office through the Education Support Services Division, the Division Sports Focal Persons/SGOD-Education Program Supervisors are hereby directed to submit their **Division Summary Report** on the **Utilization of the Program Support Fund on the Implementation of the Sports Supplies and Equipment Enhancement and Distribution Program (SSEED)**.
2. School heads and School Sports Coordinators of school-recipients of SSEED Program fund shall submit their report on the utilization of the SSEED Program fund including the inventory of sports supplies, materials, and equipment for the School Sports Club using the attached template (Enclosure 1) to the Schools Division Office for consolidation using the Division Summary Report Template (Enclosure 2). Utilization reports previously submitted were not considered due to incorrect template.
3. The School-based and Division Summary reports shall be uploaded through this link: **<https://tinyurl.com/SPORTS-SEED-REPORT>** on or before January 20, 2025.
4. Please be reminded that these reports are critical for assessing the impact of the distributed equipment and supplies and planning for the improvement of School Sports Program in the region.
5. Attached to this memorandum are the templates for the School-based, Division Summary Report and the list of school-recipients of the SSEED program.
6. Immediate dissemination of and compliance with this Memorandum is desired.


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

Encl: As Stated

*ESSD/GCD/cps/Submission of Utilization Reports for SSEEDP FY 2024
 January 15, 2024*



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601
Telephone No: (074) 422 – 1318
Email Address: car@deped.gov.ph



Enclosure 1: School-based Report
**INVENTORY OF SPORTS SUPPLIES, MATERIALS, AND EQUIPMENT FOR SCHOOL
 SPORTS CLUB PROGRAM UNDER SPORTS SUPPLIES AND EQUIPMENT
 ENHANCEMENT AND DISTRIBUTION (SSEED) PROGRAM FOR FY 2024**

Division: _____
Region: _____

Name of School	Downloaded PSF per Sub-ARO	Disbursed Amount (Amount of Procured items)	List of Sports Supplies, Materials & Equipment Procured	Quantity

**Add rows if necessary*

Prepared by: _____
 School Sports Coordinator

Noted by: _____
 School Head

**REGIONAL & DIVISION ALLOCATION OF PROGRAM SUPPORT FUND (PSF)
PROCUREMENT OF SPORTS SUPPLIES, MATERIALS, AND EQUIPMENT
UNDER SPORTS SEED PROGRAM FOR FY 2024 (Batch 3)**

Region: Cordillera Administrative Region (CAR)

No.	Division Office	No.	School ID	Recipient-Schools	Program Support Fund		Total Amount of PSF	Total Amount of PSF per Region/ SDO
					Amount of PSF per School	Traveling and Other Expenses		
	Regional Office Proper					60,000	60,000	60,000
1	Division of Apayao					1,500	1,500	51,500
		1	135348	Tumog ES	50,000	-	50,000	
2	Division of Baguio					3,000	3,000	103,000
		1	136403	Apolinario Mabini ES	50,000	-	50,000	
		2	305269	Baguio City HS - Main.	50,000	-	50,000	
3	Division of Benguet					43,500	43,500	1,443,500
		1	135377	Bosleng ES	50,000	-	50,000	
		2	502170	Boneng IS	50,000	-	50,000	
		3	135387	Englandad Primary School	50,000	-	50,000	
		4	135388	Filomena Palasi Cating ES	50,000	-	50,000	
		5	135396	Sabdjat Primary School	50,000	-	50,000	
		6	135374	Bilis ES	50,000	-	50,000	
		7	135392	Mauro P. Laruan ES	50,000	-	50,000	
		8	135383	Celo Haight ES	50,000	-	50,000	
		9	135380	Calasipan ES	50,000	-	50,000	
		10	305130	Camp 30 NHS	50,000	-	50,000	
		11	135517	Balatoc ES	50,000	-	50,000	
		12	135535	Tabu ES	50,000	-	50,000	
		13	135395	Pasdong ES	50,000	-	50,000	
		14	135504	Botic ES	50,000	-	50,000	
		15	135528	Solomon Solano ES	50,000	-	50,000	
		16	502171	Lubo IS	50,000	-	50,000	
		17	305135	Bokod NHS	50,000	-	50,000	
		18	305159	Trazon S. Fianza Sr. NHS	50,000	-	50,000	
		19	135376	Bonglo ES	50,000	-	50,000	
		20	219532	Sapdaan Primary School	50,000	-	50,000	
		21	135393	Naguey ES	50,000	-	50,000	
		22	135513	Tuding ES	50,000	-	50,000	
		23	135450	Palansa ES	50,000	-	50,000	
		24	135524	Itogon CS	50,000	-	50,000	
		25	135519	Dalicno ES	50,000	-	50,000	
		26	135533	Saybuan Primary School	50,000	-	50,000	
		27	502175	Manganese IS	50,000	-	50,000	
		28	502315	Virac IS	50,000	-	50,000	
GRAND TOTAL					1,550,000	108,000	1,658,000	1,658,000