



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF PAMPANGA

June 9, 2025

DIVISION MEMORANDUM

No. **419** s. 2025

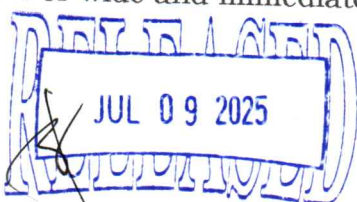
DIVISION ONLINE ORIENTATION MEETING OF SPORTS CLUB COORDINATORS OF BOTH PUBLIC AND PRIVATE ELEMENTARY AND SECONDARY SCHOOLS

To: Asst. Schools Division Superintendents
Chief Education Supervisors
Public Schools District Supervisors
Cluster Supervisors
Public/Private Elementary/Secondary School Heads
Tournament Directors/ Sports Teacher Coaches
Others Concerned

1. Anent to the Division Memorandum No. 285, s. 2025, **“Activation, Renewal and Monitoring of School Sports Club in both Public and Private Schools for SY 2025-2026.”** This office shall conduct its Online Division Orientation Meeting on July 10, 2025, (Thursday) at 1pm to disseminate the information pertinent to the National Registration of Sports Club activities under its facilities.
2. The agenda of the meeting includes the following:
 - 2.1. Meeting the standard registration requirements given by the Central Office.
 - 2.2. Common errors found in filing registration forms.
 - 2.3. Process involved in the submission of the registration forms.
 - 2.4. Other matters that will serve as basis to further improvement our School Sports Club Program.
3. Participants are School Sports Club coordinators of the Public and Private schools both in elementary and secondary level. Link to be used will be shared to the group messaging platform of the school coordinators.
4. School administrators of the school where the Sports Coordinators are assigned must ensure that the classes are provided with teacher-relievers or with alternative learning delivery modality to ensure non-disruption of classes.

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5. For wide and immediate dissemination.



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Schools Division Superintendent



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