Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

October 27, 2026

DIVISION MEMORANDUM
No. 643, s. 2026

SUBMISSION OF QUARTERLY REPORTS ON THE IMPLEMENTATION OF THE SCHOOL SPORTS CLUB

To: Assistant Schools Division Superintendents
Education Chiefs
Public Schools District Supervisors
Public Elementary and Secondary School Heads
School Sports Club Coordinators
All Others Concerned

1. In reference to ***DepEd Order No. 22, s. 2025, titled "Policy Guidelines on the Institutionalization of the School Sports Club in Public Schools,"*** and the Department of Education Memorandum DM-OUGOPS-2026 dated September 23, 2026, all public schools in the Schools Division of Pampanga are hereby directed to ensure the proper implementation, monitoring, and reporting of their respective School Sports Club (SSC) programs.

2. The School Sports Club is an integral component of the Department's school sports program, providing learners with inclusive and meaningful opportunities to participate in sports and physical activities. Its institutionalization aims to broaden access to sports participation, promote physical, social, emotional, and personal development, and foster a culture of active and healthy lifestyles within the school community.

3. In accordance with ***Section VII.C of DepEd Order No. 22, s. 2025, the Schools Division Office, through the School Governance and Operations Division (SGOD), shall monitor school compliance*** with the prescribed guidelines through quarterly reports, gather feedback from concerned stakeholders, and consolidate implementation data for submission to the Regional Office.

4. In this regard, all public schools implementing the School Sports Club are hereby instructed to accomplish and submit the Quarterly Monitoring Tool for School Sports Club (Form-SSC8-A), accessible through the link: **https://bit.ly/3W1tNOF** ensuring that all required information is accurate, complete, and duly validated.

5. School Heads, in coordination with their respective SSC Coordinators, shall ensure that the data submitted are based on updated school records and accurately reflect the actual implementation of the School Sports Club. All entries must be reviewed and verified before submission.

Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)
Telephone No.: (045) 435-2728; (045) 435-7404
Email Address: pampanga@deped.gov.ph
Website: www.depedpampanga.ph

6. For purposes of division-level consolidation for the initial and 2nd quarter reporting, all concerned schools shall submit their accomplished monitoring tools to the Schools Division Office through the SGOD Technical Assistant 1 in Sports , Mr. Alvin Pangan **on or before November 6, 2026**. This will allow sufficient time for validation, consolidation, and submission of the division report to the Regional Office.

7. The SGOD, through its designated personnel, shall consolidate and monitor for validation the submitted reports and identify implementation gaps, emerging concerns, technical assistance needs, and effective practices that may inform appropriate interventions and program improvement. School Heads and SSC Coordinators are expected to cooperate fully in the monitoring and evaluation process and provide additional information when necessary.

8. All concerned schools are reminded to uphold learner safety and protection in all School Sports Club activities and to ensure that sports offerings are inclusive, developmentally appropriate, and responsive to learners' interests and needs. Any reported injuries and child protection concerns shall be documented and addressed through the appropriate established school mechanisms and applicable DepEd policies.

9. Immediate dissemination of and strict compliance with this Memorandum are hereby directed.

LEONARDO C. CANLAS, PhD CESO VI
Schools Division Superintendent

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RELEASED
OCT 28 2026

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Department of Education

OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

MEMORANDUM
DM-OUGOPS-2026 -____- _____

TO : **REGIONAL DIRECTORS**
SCHOOLS DIVISION SUPERINTENDENTS
SCHOOL HEADS
ALL PUBLIC SCHOOLS

FROM : **MALCOLM S. GARMA**
Undersecretary for Governance and Operation

SUBJECT : **SUBMISSION OF QUARTERLY REPORT ON THE IMPLEMENTATION OF SCHOOL SPORTS CLUB**

DATE : September 23, 2026

In reference to **DepEd Order No. 22, s. 2025**, titled *"Policy Guidelines on the Institutionalization of the School Sports Club in Public Schools,"* the Department of Education (DepEd) institutionalizes the School Sports Club (SSC) as an integral component of its school sports program, providing learners with inclusive and meaningful opportunities to participate in sports and physical activities. The institutionalization of the SSC aims to broaden access to sports participation among learners, support their physical, social, emotional, and personal development, and promote a culture of active and healthy lifestyles within the school community. Through the SSC, schools are encouraged to provide structured and sustainable sports activities responsive to the interests, needs, and developmental levels of learners.

Section VII.C of the said Order provides that the **Schools Division Office (SDO), through the School Governance and Operations Division (SGOD), shall monitor the schools' compliance with the provisions of these guidelines through quarterly reports from schools, gather feedback from all concerned stakeholders, and report to the Regional Office.** The Regional Office shall likewise consolidate the reports submitted by the Schools Division Offices and submit the consolidated report to the **Bureau of Learner Support Services–School Sports Division (BLSS-SSD)**. In support of this monitoring and evaluation mechanism, the BLSS-SSD shall consolidate, validate, and analyze field-level implementation data to determine the status of implementation, extent of learner participation,

range of sports offerings, implementation challenges, emerging concerns, and areas requiring appropriate technical assistance and program support.

In this connection, all **Schools Division Offices**, through the School Governance Operations Division, are hereby requested to submit a **Quarterly Report on the Implementation of the School Sports Club**, covering all public schools implementing the provisions of DepEd Order No. 22, s. 2025. The report shall be submitted by the Regional Office to the Central Office based on the following schedule:

Reporting Period	**Coverage**	**Submission to Central Office**
1st Quarter	June to September	Every 15th of October
2nd Quarter	October to December	Every 15th of January
3rd Quarter	January to March	Every 15th of April

The data gathered shall be used by the Department to monitor implementation and compliance with the policy; determine the level of learner participation and sports offerings; identify implementation gaps, challenges, and technical assistance requirements; monitor the safety and protection of learners participating in School Sports Club activities; document good practices, innovations, and effective approaches; and inform succeeding program planning, policy development, resource allocation, monitoring and evaluation, and other appropriate interventions. **Attached to this Memorandum is the quarterly monitoring template**, which shall serve as the prescribed reference for the submission and consolidation of the required data.

For inquiries and further information, the concerned office may contact BLSS-SSD Monitoring and Evaluation Unit via email at blss.ssd@deped.gov.ph; look for **Dr. Paulo O. Motita II**, Senior Education Program Specialist.

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FORM-SSC8-A

QUARTERLY MONITORING TOOL FOR SCHOOL SPORTS CLUB

(School to fill out)

Please provide accurate and complete information for each table. Enter the data based on your school's latest records. If the needed information does not apply, write "N/A." Please double-check all entries before submitting this form to your respective Schools Division Office to ensure the information is correct and complete.

Quarter: (put check)
- 1st Quarter
- 2nd Quarter
- 3rd Quarter

Region	
Schools Division	
School	
School ID	
School Head	
SSC Coordinator	

	No.
1. No. of reported injuries *(if any)*	
2. No. of reported child protection cases (if any)	
3. No. of External Partners *(if any)*	

No. of Sports Club Offered: _____ ***No. of Learners Enrolled:*** _____

NAME OF SPORTS	BOYS	GIRLS
1.		
2.		
3.		
4.		
5.		

Add row for Additional Sport

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FORM-SSC8-B

QUARTERLY MONITORING TOOL FOR SCHOOL SPORTS CLUB

(Division to fill out)

Please provide accurate and complete information for each table. Enter the data based on the school's latest submitted records. If the needed information does not apply, write "N/A." Please double-check all entries before submitting this form to your respective Regional Office to ensure the information is correct and complete.

Quarter: (put check)
- 1st Quarter
- 2nd Quarter
- 3rd Quarter

			Total No.
1. No. of Public Schools			
2. No. of Schools with School Sports Club	Elementary	Secondary	
3. No. of Schools without School Sports Club			
4. No. of Schools with reported injuries *(if any)*			
5. No. of reported injuries			

For this section, kindly fill up the table based on the said sport offered by schools for Elementary and Secondary level.

No. of Sports Offered:				NO. OF SCHOOLS WITH THE SAID SPORT		
NAME OF SPORTS	BOYS	GIRLS	TOTAL	ELEMENTARY	SECONDARY	TOTAL
1.						
2.						
3.						
4.						
5.						

Add row for Additional Sport

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FORM-SSC8-C

QUARTERLY MONITORING TOOL FOR SCHOOL SPORTS CLUB

(Region to fill out)

Please provide accurate and complete information for each table. Enter the data based on the division's latest submitted records. If the needed information does not apply, write "N/A." Please double-check all entries before submitting this form to the Department of Education Central Office to ensure the information is correct and complete.

Quarter: (put check)
- 1st Quarter
- 2nd Quarter
- 3rd Quarter

			Total No.
1. No. of Public Schools per Division			
2. No. of Schools with School Sports Club per Division	**Elementary**	**Secondary**	
3. No. of Schools without School Sports Club per Division			
4. No. of Schools with reported injuries *(if any)*			
5. No. of reported injuries			

For this section, kindly fill up the table based on the said sport offered by schools for Elementary and Secondary level.

No. of Sports Offered:				NO. OF SCHOOLS WITH THE SAID SPORT		
NAME OF SPORTS	BOYS	GIRLS	TOTAL	**ELEMENTARY**	**SECONDARY**	TOTAL
1.						
2.						
3.						
4.						
5.						

Add row for Additional Sport