



Republic of the Philippines  
**Department of Education**

REGION IX  
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

RECORDS SECTION  
DepED, Division of Zambo. Norte  
No: \_\_\_\_\_  
Date: 20 SEP 2024 By: \_\_\_\_\_  
**RELEASED**

Office of the Schools Division Superintendent

September 17, 2024

**DIVISION MEMORANDUM**

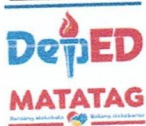
No. T06, s. 2024

**RENEWAL OF THE ORGANIZATION OF SCHOOL SPORTS CLUB FOR CY 2024-2026**

To: Public Schools District Supervisors/ Principals In-Charge of the District  
Elementary and Secondary School Heads (Public and Private)  
Sports Coordinator in the Field  
All Others Concerned

1. Per DepEd Memorandum No. 005, s. 2023, all schools are encouraged to organize their respective school sports clubs, adopting mandatory sports (Arnis, Athletics, Chess, Dancesports, Sepak Takraw, Swimming) and additional sports events preferred sports based on their context.
2. All school sports clubs must be duly recognized by the Schools Division Office. Only student-athlete/s certified as member/s of school-based sports clubs shall be allowed to participate in the School/District or Municipal/Cluster/Division/Regional/Palarong Pambansa and other school sports activities.
3. Anent this, all schools are encouraged to register their organized school sports clubs at the Schools Division Office on or before September 20, 2025.
4. Public Schools District Supervisors are requested to monitor the compliance of all schools under your areas of responsibility.
5. Enclosed to this Memorandum are the following:  
  
Enclosure No. 1 – Form SSC 1 Schools Sports Club Registration Form  
Enclosure No. 2 – Form SSC 2 School Sports Club Attachment Form
6. For more details, you may contact Mr. Ervie A. Acaylar, Education Program Supervisor, SGOD thru contact numbers: 09277122119 or Mr. Melquezedick V. Lunjas, CoS, Technical Staff – School Sports thru contact numbers 09563253784.
7. Immediate and wide dissemination of this memorandum is earnestly desired.

**ROY C. TUBALLA EMD, JD, CESO V**  
Schools Division Superintendent



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Republic of the Philippines  
Department of Education  
**BUREAU OF LEARNER SUPPORT SERVICES**

**FORM SSC.1: SCHOOL SPORTS CLUB REGISTRATION FORM**

INSTRUCTIONS: Input the necessary details. Indicate N/A if not applicable. **DO NOT ABBREVIATE.**

A. Basic Information			
Region		Division	
Name of School		School ID	
Address			
Email address (if any)		Telephone No.	
Website URL (if any)			
B. School Profile			

### C. Sports Club

#### C.1 Mandatory Sports

At least **three out of six mandatory sports**; however you may establish any preferred sports club.  
Add rows if necessary.

1.	
2.	
3.	
4.	
5.	
6.	

#### C.2 Preferred Sports

Add rows if necessary.

1.	7.
2.	8.
3.	9.
4.	10.
5.	11.
6.	12.

#### Declaration:

I hereby declare the information provided in this application is true and correct and there have been no misleading statements, omission of any relevant facts nor any misinterpretation made.

Prepared by:

<b>Sports Club Coordinator</b>	
<b>Signature</b>	
<b>Date</b>	

Certified by:

<b>Principal/Officer-in-Charge</b>	
<b>Signature</b>	
<b>Date</b>	

Verified by:

<b>Division Sports Officer</b>	
<b>Signature</b>	
<b>Date</b>	

This form is not valid if not signed.

**Required Attached Document:** Accomplished Form SSC.2 School Sports Club Attachment Form



Republic of the Philippines  
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**BUREAU OF LEARNER SUPPORT SERVICES**

**FORM SSC.2: School Sports Club Attachment Form**

INSTRUCTIONS: Input the necessary details. Indicate N/A if not applicable.  
**DO NOT ABBREVIATE.**

**I. SPORTS CLUB INFORMATION**

*Create a copy of this page if four or more sports clubs are being offered. Add rows and columns if necessary.*

<b>Sport's Club Name:</b>	
<b>Established Date:</b>	
<b>Sports Club Facilitator/s:</b>	
<b>Sports Club Member/s:</b>	
<b>Members' Name</b>	<b>Grade Level</b>
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

<b>Sport's Club Name:</b>	
<b>Established Date:</b>	
<b>Sports Club Facilitator/s:</b>	
<b>Sports Club Member/s:</b>	
<b>Members' Name</b>	<b>Grade Level</b>
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

<b>Sport's Club Name:</b>	
<b>Established Date:</b>	
<b>Sports Club Facilitator/s:</b>	
<b>Sports Club Member/s:</b>	
<b>Members' Name</b>	<b>Grade Level</b>
1.	
2.	
3.	
4.	
5.	

6.	
7.	
8.	
9.	
10.	

## II. PROGRAMMING

Put the preferred time schedule. Add rows and columns if necessary.

Time	Sports Club	Mon	Tues	Wed	Thurs	Fri	Sat
Example							
3:00PM-4:00PM	Arnis Sports Club		/				
4:00PM-5:00PM	Chess Sports Club			/			
5:00PM-6:00PM	Sepaktakraw Sports Club					/	

Put the preferred time schedule. Add rows and columns if necessary.

Time	Varsity Club	Mon	Tues	Wed	Thurs	Fri	Sat

## III. LIST OF AVAILABLE SPORTS EQUIPMENT AND SPORTS FACILITIES

Tick the box if standard sports equipment and facilities are available and ready to use. Put remarks and add rows if necessary.

Learning Facilities		Remarks
<input type="checkbox"/>	Track and field oval	
<input type="checkbox"/>	Gymnasium / covered court	
<input type="checkbox"/>	Basketball court	
<input type="checkbox"/>	Volleyball court	
<input type="checkbox"/>	Swimming pool	
<input type="checkbox"/>	Football/ softball/ baseball field	
<input type="checkbox"/>	Spacious playing area	
<input type="checkbox"/>	Others: _____	
	_____	
	_____	
Sports Equipment		Remarks
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
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<input type="checkbox"/>		
<input type="checkbox"/>		

#### IV. SPORTS ACTIVITIES, PROGRAMS AND/OR PROJECTS

Give at least (3) three recent activities, programs, projects or any other initiatives implemented related to sports.  
Add rows if necessary.

Activities/Programs/Projects	Date of Implementation
1.	
2.	
3.	

#### Declaration:

I hereby declare the information provided in this application is true and correct and there have been no misleading statements, omission of any relevant facts nor any misinterpretation made.

Prepared by:

<b>Sports Club Coordinator</b>	
<b>Signature</b>	
<b>Date</b>	

Certified by:

<b>Principal/Officer-in-Charge</b>	
<b>Signature</b>	
<b>Date</b>	

Verified by:

<b>Division Sports Officer</b>	
<b>Signature</b>	
<b>Date</b>	