



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

03 July 2026

DIVISION MEMORANDUM

No. 340, s. 2026

**DIVISION SCHEDULE OF MULTI-LEVEL SPORTS ACTIVITIES
S.Y. 2026-2027**

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Education Program Supervisors
PSDSs and PICDs
Public and Private Elementary and Secondary School Heads
District and School Sports Coordinators and Facilitators
All Others Concerned

1. Pursuant to Republic Act No. 10588, otherwise known as the *Palarong Pambansa Act of 2013*, which promotes sports development and mandates educational institutions to undertake regular sports activities and support athletic meets, this Office enjoins all schools to conduct and participate in sports activities that promote physical fitness, wellness, sportsmanship, and camaraderie among athletes, coaches, officials, and other stakeholders.
2. To ensure the continuity of learning and the attainment of learning competencies, the following schedule of sports activities shall be observed in accordance with the implementation of the Three-Term School Calendar for Basic Education.

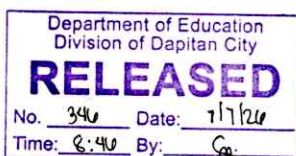
Months/Date	Activity	Venue
June to July, 2026	-Renewal of School Sports Club -Consolidation of SSC Forms	Schools and SDO
August 1 & 8, 2026	-School Intramural Meet -Selection of Athletes	Respective Schools
August 15 & 31, 2026	-Conduct of District Meet. - Dist. Selection of Athletes	Respective Districts
September 6-8, 2026	-Conduct of DACAA Qualifying Meet	Different venues in Dapitan City
September 9, 2026 to ZANDIDAA Meet	Training of Athletes	Different Clubs
November 7, 14, 21, 2026	-Assessment and evaluation of athletes	Different Clubs



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December 16-19, 2026	-Conduct of ZANDIDAA Qualifying Meet	Different Venues of Zambo. Norte
December 20, to ZPRAA Meet 2027	-Training of qualified athletes for ZPRAA Meet 2027	Respective Schools

3. The cut-off age of the elementary athletes shall be 13 years old or must be born on or after January 1, 2014 and 18 years old or born on or after January 1, 2009 for the secondary athletes, "enclosure 2 of DM No. 005, s. 2023".
4. School Heads shall schedule the training of athletes in consideration of the Three-Term School Calendar and shall ensure that appropriate academic support mechanisms are provided to enable learner-athletes to meet the learning standards and complete the curricular requirements for each term.
5. School Sports Club Coordinators and Facilitators shall use the following prescribed tools to support the establishment, planning, implementation, monitoring, and evaluation of the School Sports Club:
 - a. M&E Tool for School Sports Club Implementation (Annex A),
 - b. Form SSC.1: School Sports Club Registration Form (Annex B),
 - c. Form SSC.2: School Sports Club Attachment Form (Annex C)
6. For the overall welfare of the participants, the following provisions shall be strictly followed:
 - a. DepEd Order No. 55 s. 2013 "Anti-Bullying Policy"
 - b. DepEd Order No 40, s. 2012 "DepEd Child Protection Policy"
 - c. DepEd Order No. 32, s. 2017 "Gender-Responsive Basic Education Policy"
 - d. Other applicable DepEd issuances on learner welfare, safety, health, and risk management.
7. Teachers who will served during Saturdays, Sundays and Holidays shall be granted Vacation Service Credits subject to the provision stipulated under DO No. 013, s. 2024, likewise, School Heads and non-teaching personnel shall be provided with Compensatory Overtime Credit (COC) per CSC and DBM Joint Circular No. 2, s. 2004.
8. Expenses relative to the conduct of activities shall be charged to division/school MOOE and/or SEF/local funds subject to the usual accounting and auditing rules and regulations.
9. For queries, please contact the Division Sports Coordinator, EPS Noel P. Mangubat, through cellphone no. 0939 759 0755, and Assistant Division Sports Coordinator, Rey G. Campos through cellphone no. 0912 291 3304.
10. For wide and immediate dissemination of this memorandum is desired.



JAY S. MONTEALTO, CESO V
Schools Division Superintendent



Sunset Boulevard, Dawo, 7101 Dapitan City
0912-617-7243
www.depeddapitancity.net
dapitancity@deped.gov.ph
fb.com/DepEdDapitanCity

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Annex A

M & E TOOL FOR SCHOOL SPORTS CLUB IMPLEMENTATION

School: _____ Date of Monitoring: _____

School Head: _____ Position: _____

Project Title: _____

Components	Evident	Not Evident	Remarks	Suggestions
I. Pre-Implementation (Planning)				
• Approved School Sports Club / Program.				
• Approved Action Plan/Project Proposal on the Implementation of School Sports Club				
• Minutes of Meeting /Planning Conference/Meeting on the implementation of School Sports Club				
• Office Memorandum on the implementation of the School Sports Club				
• Advocacy/Orientation/Training on the implementation of the Action Plan of the School Sports Club				
• Minutes of Meeting/Activity Proposal/Accomplishment Report of the advocacy/orientation activities				
• Partnership Proposals/MOA				
II. Implementation				
• M & E Plan on School Sports Club				
• PFT Result among Sports Club Members				
• PFT Result Analysis among Sports Club Members				
• Individual Progress Report on Developmental Skills among Sports Club Members				
• Post-PFT Results among Club Members				
• Practice/Training /Playing area/venue conform with required standard				
• List of Sports Club Members				



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• Utilization of the Sports Manual				
• Organizational structure of the Sports Club				
• Schedule of Trainings, Practices of the sports club				
• Pictures of Home and Away Games joined by the sports club				
• Memo regarding participation to a. Home and away games b. Inter-School Club Competitions				
• Sports Club materials and equipment				
• Class Program / Master Program indicating school sports club activities/practice.				
• Sports Manual				
II. Post-Implementation				
• Program Implementation Review				
• Accomplishment Report				
• Appreciation/Awarding Ceremony				

Evaluated by:

Conforme:

Name/Position/Signature of DFTAT Member

School Head/School Sports Coordinator



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Annex B

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			



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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:

Sports Club Coordinator	
Signature	
Date	

Certified by:

Principal/Officer-in-Charge	
Signature	
Date	

Verified by:

Division Sports Officer	NOEL P. MANGUBAT
Signature	
Date	

This form is not valid if not signed.

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



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II. PROGRAMMING

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

Time	Sports Club	Mon	Tues	Wed	Thurs	Fri	Sat

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
☐ Track and field oval	
☐ Gymnasium / covered court	
☐ Basketball court	
☐ Volleyball court	
☐ Swimming pool	
☐ Football/ softball/ baseball field	
☐ Spacious playing area	
☐ Others: _____ _____	

Sports Equipment	Remarks
☐	
☐	
☐	
☐	
☐	
☐	
☐	



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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:

Sports Club Coordinator	
Signature	
Date	

Certified by:

Principal/Officer-in-Charge	
Signature	
Date	

Verified by:

Division Sports Officer	
Signature	
Date	