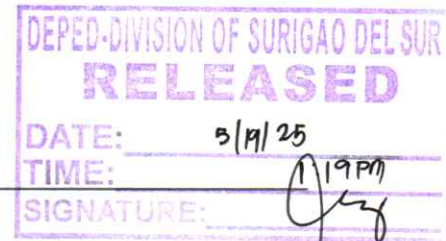




Republic of the Philippines  
**Department of Education**  
Caraga Region  
**SCHOOLS DIVISION OF SURIGAO DEL SUR**



**Office of the Schools Division Superintendent**

May 08, 2025

Division Memorandum  
No. 205, s. 2025

**VIRTUAL ORIENTATION ON THE PROCUREMENT OF SPORTS SUPPLIES, MATERIALS, AND EQUIPMENT FOR SCHOOL SPORTS CLUB**

TO: Public Schools District Supervisors  
Selected School Heads – Elementary & Secondary  
**This Division**

1. Pursuant to: **OM-OUOPS-2025-09-01355** re: **GUIDELINES ON THE UTILIZATION OF PROGRAM SUPPORT FUND (PSF) FOR THE PROCUREMENT OF SPORTS SUPPLY, MATERIALS, AND EQUIPMENT FOR SCHOOL SPORTS CLUB**, an orientation relative to the subject above is scheduled on June 02, 2025 @ 9:30 AM – 12: 00 NN via Microsoft Teams.
2. The objectives of this orientation are the following:
  - a. Discuss the roles and responsibilities of recipient Schools/Heads.
  - b. Discuss the requirements for School recipients and allocation of program support fund (PSF).
  - c. Evaluate the recommended list of sports supplies, materials, and equipment with technical specification.
  - d. Discuss the utilization and implementation reports, viz-a-viz the different forms and templates.
3. The participants of this orientation are PSDS/DICs, School Heads of recipient School, School/District property custodian
4. Immediate and widest dissemination of this orientation is highly appreciated.

**LORENZO O. MACASOCOL, PhD, CESO V**  
Schools Division Superintendent

Encl: None  
References: RA 10588, OM-OUOPS-2025-09-01355  
To be indicated in the following perpetual index under:  
School Sports Club.  
Div. Memo No. \_\_\_\_\_ s. 2025/RTR-SGOD

By the Authority of the SDS:

**CARLOS TIAN CHOW C. CORREOS**  
Chief - SGO



| Doc. Ref. Code | Effectivity | Rev | Page   |
|----------------|-------------|-----|--------|
| DO-OSDS-001    | 01.08.24    | 00  | 2 of 2 |