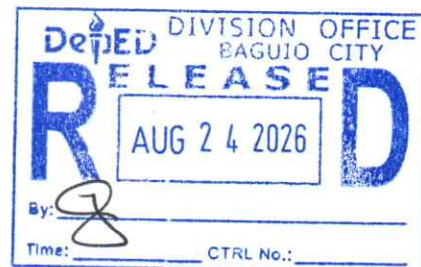




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



August 24, 2026

DIVISION MEMORANDUM

No. 545-2026

IMPLEMENTING GUIDELINES ON THE UTILIZATION OF PROGRAM SUPPORT FUND (PSF) FOR THE PROCUREMENT OF SPORTS SUPPLIES, MATERIALS, AND EQUIPMENT FOR SCHOOL SPORTS CLUBS UNDER SSEEDP

To: All Public School District Supervisors
Public Elementary and Secondary School Heads
Others Concerned

1. Relative to Memorandum DM-OUGOPS-2026-09-1269 titled "*Implementing Guidelines on the Utilization of Program Support Fund (PSF) for the Implementation of the Physical Fitness and School Sports Program (PFSS) for F.Y. 2026*," this Office, through the School Governance and Operations Division (SGOD), disseminates the implementing guidelines on the utilization of the PSF for the procurement of sports supplies, materials, and equipment for School Sports Clubs under the Sports Supplies and Equipment Enhancement Development Program (SSEEDP).
2. The sports supplies, materials, and equipment intended for the eleven (11) identified recipient schools shall be procured by the Schools Division Office (SDO). Meanwhile, Pines City National High School, as an Implementing Unit (IU), shall directly procure its own requirements in accordance with DM-OUGOPS-2026-09-1269.
3. The eleven (11) recipient schools shall identify their required sports supplies, materials, and equipment and submit the list to SDO-SGOD for consolidation prior to procurement.
4. The amount of Fifty Thousand Pesos (P50,000.00) shall be downloaded to Pines City National High School, which shall subsequently submit a report and the list of procured items to SDO-SGOD.
5. Immediate dissemination of and strict compliance with this Memorandum is directed.

SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent