



Republic of the Philippines  
**Department of Education**  
Region II – Cagayan Valley  
Schools Division of Nueva Vizcaya

**UNNUMBERED MEMORANDUM**

**TO:** Assistant Schools Division Superintendent  
Chief, School Governance and Operations Division  
Chief, Curriculum Implementation Division  
Public Schools Division Supervisors & District In-Charge  
All others concerned

**FROM:**   
**ORLANDO E. MANUEL PhD, CESO V**  
Schools Division Superintendent  
07-2026-461 

**DATE:** July 8, 2026



**SUBJECT: SCHOOL SPORTS CLUB REGISTRATION AND INSTITUTIONALIZATION**

1. In adherence to Regional Memorandum No. 223, s. 2026, *School Sports Club Registration and Institutionalization*, and pursuant to DepEd Order No. 22, s. 2025, titled *Institutionalization of School Sports Clubs in Public Schools*, all public elementary and secondary schools are hereby directed to ensure the registration and institutionalization of their respective School Sports Clubs (SSC) until July 31, 2026. The current regional data indicate that Region II has attained only 42% registration.
2. This issuance aims to facilitate full compliance among schools to monitor the number of SEED Program recipients and to ensure active learner participation in school sports club activities in support of their physical and mental well-being, consistent with the 5-Point Reform Agenda of the Secretary of Education and the Basic Education Development Plan (BEDP) 2030, particularly Pillar 4: Learners' Resiliency and Well-being.
3. The consolidated list of registered School Sports Clubs (SSC) is herein attached for reference. All schools are advised to verify their current registration status based on the list.
4. Schools that are not yet registered are required to complete the prescribed registration process through this link <https://tinyurl.com/Region-2-SSC-Registration>.
5. Prior to online submission, concerned schools shall accomplish Form 1 and Form 2, attached as Enclosure No. 2 and Enclosure No. 3, respectively. These forms must be fully accomplished and duly signed by the authorized signatories.
6. Submission shall be made by the designated School Sports Coordinator only with his/her official DepEd email through the official online submission platform, which shall accept PDF files only, with a maximum file size of 10MB. Accuracy in the entry of the school ID is strictly required to ensure proper recording and validation. The school Heads, Sports Club Coordinators, and Sports Club Facilitators who have participated in the Regional Orientation-Workshop of School Heads on the Institutionalization of School Sports Clubs and the Regional Training of Sports Club Facilitators on the Teaching of Sports-Specific Skills are expected to take the lead in



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ensuring compliance with the registration requirements and in facilitating the institutionalization process in their respective schools.

7. For clarifications and other concerns regarding the registration and institutionalization of School Sports Clubs, kindly contact **Sir Regie M. Marcos**, Technical Assistant I – School Sports, at **0997-634-5983**.

8. For immediate dissemination, guidance and compliance.



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**Enclosure No. 1 Consolidated list of registered School Sports Clubs (SSC)**

No.	Date Registered	School Name	School ID
1.	11/14/2023	Masoc Elementary School*	104012
2.	11/14/2023	Maddiangat Elementary School*	104158
3.	11/14/2023	Bagabag national High School*	300619
4.	11/14/2023	Nueva Vizcaya General Comprehensive High School*	300641
5.	11/14/2023	Salinas High School*	300645
6.	11/14/2023	Solano High School*	300646
7.	8/21/2024	Dadap Elementary School*	104169
8.	8/30/2024	Tucal Elementary School*	104174
9.	9/03/2024	Curifang Elementary School*	104168
10.	9/9/2024	Concepcion Elementary School*	104167
11.	9/9/2024	Solano East Central School-Integrated SPED Center*	502221
12.	9/11/2024	Nansiakan National High School*	300639
13.	9/19/2024	Sanguit Elementary*	104071
14.	1/28/2025	Sta. Cruz Pingkian High School*	300648
15.	1/30/2025	Aritao National High School*	300618
16.	1/31/2025	Bagabag Central School	103930
17.	9/16/2025	Paitan Elementary School	103997
18.	9/17/2025	Ganao National High School	300629
19.	9/18/2025	Domang Elementary School	104086
20.	9/18/2025	Upper Parai Elementary School	104101
21.	9/18/2025	Genato Elementary School	104201
22.	9/19/2025	Sta. Lucia Elementary School	103946
23.	9/22/2025	Labni Elementary School	103973
24.	9/22/2025	Kasibu Central School	104088
25.	9/24/2025	Sta. Rosa Elementary School	104014
26.	9/24/2025	Kayapa central School	104124
27.	9/24/2025	Diadi National High School*	300627
28.	9/25/2025	Kongkong Valley National High School	300634
29.	9/25/2025	Uddiawan National Agro-Industrial School	300651
30.	9/29/2025	Dippog National High School	305896
31.	9/30/2025	Magsaysay Elementary School	103994
32.	9/30/2025	Santa Fe National High School*	300649
33.	10/2/2025	Solano South Central School	104183
34.	10/2/2025	Paniki High School	300643
35.	10/7/2025	Lamo National High School	300635
36.	10/9/2025	Bonfal National High School	306202
37.	10/15/2025	Binalian National High School	306256
38.	10/21/2025	Papalungan Elementary School	10498
39.	10/21/2025	Siguem Elementary School	104103
40.	3/11/2026	Bambang National High School*	300620
	<i>Legend</i>	* Recipients	



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