



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

September 14, 2026

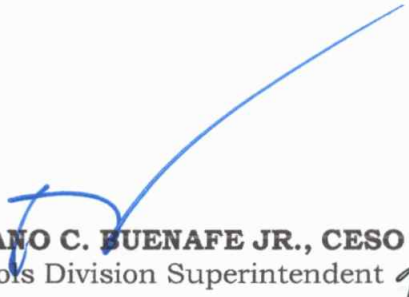
DIVISION MEMORANDUM

No. **549**, s. 2026

**DATA GATHERING FOR THE DEVELOPMENT OF GUIDELINES ON THE
OPERATIONALIZATION OF VARSITY PROGRAM IN PUBLIC SCHOOLS**

To: Chief Education Supervisors
Education Program Supervisors
Senior/Education Program Specialists
Public School District Supervisors
Principals/Head Teacher-in-Charge of the District
Heads of Public & Private Elementary, Secondary, & Integrated Schools
All Others Concerned

1. Attached is Regional Memorandum No. 890, s. 2026 regarding the **Data Gathering for the Development of Guidelines on the Operationalization of Varsity Program in Public Schools**, which is self-explanatory.
2. Immediate dissemination of this Memorandum is desired.


FELICIANO C. BUENAFE JR., CESO V
Schools Division Superintendent

Enclosure: As stated
To be indicated in the Perpetual Index
Under the following subjects:

DATA

REQUESTS

CIU/jpsb



Republic of the Philippines
Department of Education
 REGION VI – WESTERN VISAYAS

SEP 03 2026

REGIONAL MEMORANDUM
 No. 890, s. 2026

**DATA GATHERING FOR THE DEVELOPMENT OF GUIDELINES ON THE
 OPERATIONALIZATION OF VARSITY PROGRAM IN PUBLIC SCHOOLS**

To: Schools Division Superintendents
 All Others Concerned

1. Attached is a Memorandum from **Dr. Miguel Angelo S. Mantaring, Director IV, Bureau of Learner Support Services**, dated August 20, 2026, regarding the **Data Gathering for the Development of Guidelines on the Operationalization of Varsity Program in Public Schools**.

2. The data gathered will provide field-based evidence to inform the formulation of practical, inclusive, equitable, and implementable policy guidelines, while also serving as baseline information for future program planning, resource allocation, capacity-building, monitoring, and evaluation of the Varsity Program.

3. The data-gathering instruments and the required number of respondents per Schools Division Offices on the draft policy guidelines for the varsity program can be accessed on the following links and are expected to be accomplished **on or before September 4, 2026**:

Policy Components	Link to Data-Gathering Instruments	Number of Respondents Per Region						
		Regional Office	Division Office	School Heads	Sports Coordinator	Coaches	Learners	Parents/ Stakeholders
Governance	https://tinyurl.com/VarGovernance	2	3	5				
Regulations	https://tinyurl.com/VarRegulation	2	3	5				
Guiding Principles	https://tinyurl.com/VarPrinciples	2	3	5	10	10		
Procedures And Operations	https://tinyurl.com/Var4LEARNER-STAKEHOLDERS			5	10	10	20	5



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS

4. Immediate dissemination of and compliance with this Memorandum are desired.


CRISTITO A. ECO, CESO III
Regional Director

Encl.: As stated
Reference: Memorandum
To be indicated in the Perpetual Index
under the following subjects:

DATA
REQUESTS

JGC/ESSD-RM-DATA GATHERING
____/September 1, 2026



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

Office of the Director

MEMORANDUM

FOR : MALCOLM S. GARMA
Undersecretary for Governance and Operations

THRU : ROGER B. MASAPOL
*Assistant Secretary for Governance and Operations
Education Governance and Support Services*

FROM : DR. MIGUEL ANGELO S. MANTARING
Director IV *cm*
Bureau of Learner Support Services

**SUBJECT : COMPLETE STAFF WORK (CSW) FOR THE DATA
GATHERING FOR THE DEVELOPMENT OF GUIDELINES
ON THE OPERATIONALIZATION OF VARSITY PROGRAM IN
PUBLIC SCHOOLS**

DATE : August 20, 2026

I. BACKGROUND

Pursuant to DepEd Order No. 13, s. 2015, or the *Establishment of a Policy Development Process at the Department of Education*, which promotes a systematic, evidence-based, and participatory approach to policy development, the Bureau of Learner Support Services–School Sports Division (BLSS–SSD) is undertaking the Development of Policy Guidelines on Operationalization of the Varsity Program in Public Schools.

As part of this process, the BLSS–SSD shall conduct a data-gathering activity involving Regional Offices, Schools Division Offices, and public schools to establish relevant information on the existing varsity programs, including their implementation practices, learner participation, organizational arrangements, resources, support mechanisms, possible challenges and gaps, and needs.

The data gathered will provide field-based evidence to inform the formulation of practical, inclusive, equitable, and implementable policy guidelines, while also serving as baseline information for future program planning, resource allocation, capacity-building, monitoring, and evaluation of the Varsity Program.



3F Mabini Building, DepEd Complex, Meralco Avenue, Pasig City
Telephone No.: (02) 8635-3763 | Email Address: blss.od@deped.gov.ph

II. OBJECTIVES

The data-gathering activity aims to:

1. Establish baseline information on the varsity programs, practices, and implementation arrangements in public schools;
2. Determine the need, current status, capacities, and requirements for the operationalization of varsity programs in public schools;
3. Identify existing good practices, challenges, gaps, and areas requiring policy guidance or standardization;
4. Gather field-based evidence and perspectives from the Regional Offices, Schools Division Offices, and public schools to inform the development of the proposed policy guidelines; and

III. EXPECTED OUTPUT

The expected output is consolidated data on the need, practices, capacities, possible challenges, gaps, and support requirements for the establishment and implementation of varsity programs in public schools. The data shall cover sports offered, learner participation, organizational and management arrangements, athlete identification and selection, training and competition practices, coaching and technical support, facilities and equipment, funding and other resources, academic support, learner welfare and safety mechanisms, and other relevant implementation considerations.

The consolidated data shall serve as field-based evidence for the formulation of the Policy Guidelines on the Operationalization of Varsity Programs in Public Schools, including the identification of effective practices, areas requiring standardization or improvement, and contextual considerations across regions, divisions, and schools.

IV. AVAILABILITY OF FUNDS

No additional funds are required for the conduct of the data-gathering activity, as the activity will be undertaken through existing BLSS-SSD personnel, available communication and information systems, and regular office resources.

V. CLEAR STATEMENT OF REQUEST/RECOMMENDED ACTION

In view of the foregoing, the BLSS-SSD respectfully requests the approval of this Complete Staff Work for the conduct of the data-gathering activity involving the Regional Offices, Schools Division Offices, and public schools as a necessary component of the Development of Policy Guidelines for the Varsity Program in Public Schools.

The approval will enable the BLSS-SSD to proceed with the systematic collection and analysis of field-based evidence necessary to ensure that the proposed guidelines are evidence-based, participatory, responsive to actual school conditions, and practical and implementable.

-
- ☐ *Approved*
 - ☐ *Disapproved*
 - ☐ *Further Comments/Remarks*



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

MEMORANDUM

OM-OUGOPS-2026-_____

FOR : Regional Directors
Regional Sports Officers
Schools Division Superintendents
School Head
All Others Concerned

FROM : MALCOLM S. GARMA
Undersecretary for Governance and Operations

SUBJECT : DATA GATHERING FOR THE DEVELOPMENT OF GUIDELINES
ON THE OPERATIONALIZATION OF VARSITY PROGRAM IN
PUBLIC SCHOOLS

DATE : August 20, 2026

Pursuant to DepEd Order No. 13, s. 2015, titled "Establishment of a Policy Development Process at the Department of Education," which provides for a systematic, evidence-based, and participatory policy development process in the formulation, adoption, and review of Department policies, the Bureau of Learner Support Services-School Sports Division (BLSS-SSD) is undertaking the **Development of Policy Guidelines on Operationalization of the Varsity Program in Public Schools**. Consistent with the said policy development process, the generation and consideration of field evidence are essential to ensuring that the proposed guidelines are responsive to the actual conditions, practices, capacities, needs, and challenges of public schools. In this regard, the BLSS-SSD shall conduct a data-gathering activity involving the Regional Offices, Schools Division Offices, and public schools to establish data as a basis for the development of policy guidelines on the operationalization of varsity programs in public schools.

The data gathering shall cover relevant information on how necessary to establish and implement varsity programs in public schools, including the sports offered, learner participation, organizational and management arrangements, athlete identification and selection, training and competition practices, coaching and technical support, facilities and equipment, funding and other resources, academic support, learner welfare and safety mechanisms, as well as existing practices, challenges, gaps, and support requirements. The information gathered will help identify effective practices that may be considered in the proposed policy, determine areas requiring standardization or improvement, and recognize contextual differences among regions, divisions, and schools that need to be considered in developing a practical and implementable national framework.

The initiative is particularly important in ensuring that the proposed guidelines are evidence-based, field-responsive, inclusive, equitable, and implementable, and are grounded on the actual experiences and needs of schools rather than assumptions or limited practices. It will likewise provide an opportunity for the field to contribute relevant information and perspectives to the policy development process, consistent with the participatory approach prescribed under DepEd Order No. 13, s. 2015. The data generated may further serve as baseline information for future program planning, resource allocation, capacity-building, monitoring, and evaluation of the Varsity Program once institutionalized.

In this connection, all representatives from Regional Offices, Schools Division Offices, and representatives from public schools and stakeholders are requested to accomplish the prescribed **Data-Gathering Instrument for the Development of Guidelines on the Operationalization of Varsity Program in Public Schools**. Regional and Division PFSS Technical Assistant I and other concerned personnel are enjoined to facilitate the timely completion and submission of the required information.

The data-gathering instrument shall be disseminated through the designated links, and the required number of respondents per region (**Annex A**) shall accomplish and submit the instrument on or before **September 4, 2026**. All concerned offices and schools are encouraged to provide accurate and candid responses, including existing good practices, challenges, gaps, and recommendations, as these will provide valuable field-based evidence for the development and refinement of the proposed guidelines.

The cooperation and active participation of all concerned and representatives are earnestly requested to support the DepEd's commitment to a systematic, evidence-based, and participatory policy development process and to ensure the development of a comprehensive, inclusive, learner-centered, and sustainable varsity program in public schools.

For inquiries or clarifications, you may contact the BLSS-SSD at telephone number (02) 8632-0260 or through email at blss.ssd@deped.gov.ph.



22nd floor, Techzone Building, 213 Sen. Gil Puyat Ave., San Antonio Village, Makati, Metro Manila, 1203
Telephone Nos.: (02) 8633-5313; (02) 8631-8492
Email Address: ouops@deped.gov.ph | Website: www.deped.gov.ph



Annex A.

DATA-GATHERING INSTRUMENTS AND REQUIRED NUMBER OF RESPONDENTS PER REGION FOR THE DEVELOPMENT OF POLICY GUIDELINES ON THE OPERATIONALIZATION OF VARSITY PROGRAMS IN PUBLIC SCHOOLS

POLICY COMPONENTS	LINK	NUMBER OF RESPONDENTS PER REGION						
		REGIONAL OFFICE	DIVISION OFFICE	SCHOOL HEAD	SPORTS COORDINATOR	COACHES	LEARNERS	PARENTS/STAKEHOLDERS
GOVERNANCE	https://tinyurl.com/VarGovernance	2	3	5				
REGULATIONS	https://tinyurl.com/VarRegulation	2	3	5				
GUIDING PRINCIPLES	https://tinyurl.com/VarPrinciples	2	3	5	10	10		
PROCEDURES AND OPERATIONS	https://tinyurl.com/VarOperations			5	10	10	20	5

INSTRUCTIONS FOR THE IDENTIFICATION AND COORDINATION OF RESPONDENTS

1. The BLSS-School Sports Division (SSD) shall coordinate with the Regional PFSS Technical Assistant I and provide the data-gathering links, respondent requirements per policy component, and submission deadline.
2. The Regional PFSS Technical Assistant I shall serve as the regional focal person, review the respondent requirements in Annex A, and coordinate with the Division PFSS Technical Assistant I to identify the required respondents. He shall also identify who will be the respondents from the Regional Office.
3. The Division PFSS Technical Assistant I shall identify and coordinate with qualified respondents from the specified categories, including SDO Personnel, School Heads, Sports Coordinators, Coaches, Learners, and Parents/Stakeholders, as applicable to each policy component, and facilitate the dissemination of the appropriate data-gathering link.
4. Respondents shall be selected based on their direct knowledge, experience, or involvement in school sports and/or varsity program implementation and shall provide accurate and candid information based on actual conditions, practices, possible challenges, gaps, and needs.
5. The Regional PFSS Technical Assistant I shall monitor the responses and ensure that the required number of respondents for each policy component and region is met. If the required number is not reached, the Regional PFSS Technical Assistant I shall coordinate with the concerned Division PFSS Technical Assistant I to identify additional respondents.
6. Respondent requirements shall be observed separately for each policy component, and the same or different respondents may be engaged as appropriate to the respondent category and information required.
7. All required responses shall be completed and submitted on or before September 4, 2026. The completed data shall serve as field-based evidence for the development of the Policy Guidelines on the Operationalization of Varsity Programs in Public Schools.