



Republic of the Philippines
 Department of Education
 Region XI
SCHOOLS DIVISION OF DIGOS CITY
 Digos City



DIVISION MEMORANDUM

No. 566, s. 2017

TO : Chief Education Supervisors
 Division SBM Task Force
 Division M&E Section
 Public Schools District Supervisors
 School Heads of Public Secondary Schools/Senior High School
 School Heads of DiCNHS Annexes and Extension High Schools
 School Heads of Public Elementary Schools

FROM : **WINNIE E. BATOON, Ed.D.**
 Officer-In-Charge
 Office of the Schools Division Superintendent

For and in the absence of the Officer-In-Charge
 Office of the Schools Division Superintendent

FRANCIS JUDE D. ALCOMENDRAS
 Administrative Officer V

[Handwritten Signature] - 08/24/17

SUBJECT : Deadline for Submission of Annual Implementation Plan (AIP) for SY 2018-2019, Annual Procurement Plan (APP) for GPPB and for Common-Use Supplies and Equipment for CY 2018, Project Procurement Management Plan (PPMP) for CY 2018 and Enhanced School Improvement Plan (SIP) for SY 2016-2019

DATE : August 23, 2017

1. The field is hereby informed/reminded of the following dates as deadlines for the submission of the approved documents specified above per agreement by the Division School-Based Management (SBM) Task Force together with the Div M&E Section and the Public Schools District Supervisors during the 2-Day Orientation-Workshop on Enhanced SIP, AIP, APP and PPMP for Public Schools District Supervisors, District SBM Coordinators, and School Heads of Digos City National High School and Digos City Senior High School last August 8-9, 2017 at Arnaldo's Hotel and Restaurant, to wit:

Enhanced School Improvement Plan (SIP) for SY 2016-2019-	October 26, 2017
Annual Implementation Plan (AIP) for SY 2018-2019	November 29, 2017
Annual Procurement Plan (APP) for GPPB and for Common-Use Supplies and Equipment for CY 2018	November 29, 2017
Project Procurement Management Plan (PPMP) for CY 2018	November 29, 2017

2. It is expected that the checking and review of the documents herein mentioned are to be done prior to the deadlines set.
3. Please refer to DepEd Order No. 44, s. 2015 entitled *Guidelines on the Enhanced School Improvement Planning (SIP) Process and the School Report Card (SRC)* and copy of the School Heads Development Program (SHDP) modules for the parts of the Enhanced School Improvement Plan. For the signatories, please refer to Bulleted Item No. 4 of Division Memorandum No. 719 s. 2016 dated November 23, 2016 entitled *Agreements Made during the SIP Review-Workshop and APP/PPMP Orientation*.
4. For guidance and compliance.

DepEd Schools Division Office - Digos

RELEASED 8396

Date: AUG 24 2017 Time: 11:26 AM

By: *[Handwritten Signature]*