



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
Upper Session Rd., Baguio



DOED BAGUIO CITY

MAY 11 2016

**RELEASED**

msf

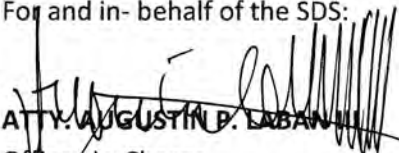
Office of the Superintendent  
Division Memorandum Number 133 s., 2016

**SUBMISSION OF 2016 ENHANCED SCHOOL IMPROVEMENT PLAN (SIP) GUIDEBOOK**

**To: Public Schools District Supervisors  
Elementary and Secondary School Heads (Public)  
All Others Concerned:**

1. As agreed during the Division Training on the Enhanced School Improvement Plan (SIP) Guidebook & School Report Card (SRC) last January 28-30, 2016, all school heads are required to take the lead in enhancing their 2015 SIP utilizing their SIP team.
2. It was also made clear during the orientation that the enhanced SIP shall be submitted for review at the Division Office before the implementation of the National Schools Maintenance Week, known as Brigada Eskwela 2016 which is on May 30- June 4, 2016. This will be the basis for other Brigada eskwela activities.
3. In view of this, all School Heads are requested to submit their SIP to their respective District offices on **May 14 2016** for review then forward the final copy to the SGOD Office, c/o Reynaldo Umayat on or before **May 20, 2016**.
4. Immediate dissemination and compliance to this memorandum is desired.

For and in- behalf of the SDS:

  
**ATTY. AUGUSTIN P. LABAN III**  
Officer-in-Charge  
Office of the Schools Division Superintendent