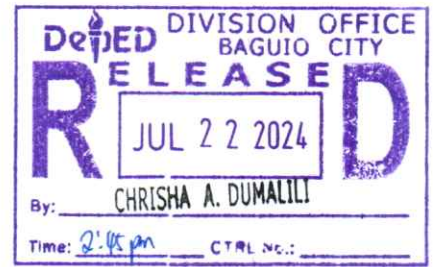




Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



19 July 2024

DIVISION MEMORANDUM

No. **401-2024**

**SUBMISSION OF SCHOOL ANNUAL IMPLEMENTATION PLAN
 FOR SY 2024-2025**

To : OIC-Assistant Schools Division Superintendent
 CID and SGOD Chief Education Supervisors
 School Improvement Plan (SIP) Division Appraisal Committee
 Public Schools District Supervisors
 Annual Implementation Plan Review Committee
 All Others Concerned

1. This is to remind all public schools on the submission of the School Annual Implementation Plan (AIP) 2024-2025 on or before **7 August 2024** at the Schools Governance and Operations Division- Planning and Research Section.
2. All submitted School AIP will be reviewed by the AIP Review Committee composed of the following members who will convene on **9 August 2024**.

Name	Designation
Carmel F. Meris	OIC- Assistant Schools Division Superintendent
Niño M. Tibangay	Chief Education Supervisor, SGOD
Juliet C. Sannad	Chief Education Supervisor, CID
Belen R. Tomin	Budget Officer
Nieves D. Ebanio	Administrative Officer V
Jovelyn Petra Balantin	Senior Education Program Specialist, HRDS
Jimmy S. Santos	Senior Education Program Specialist, PRS
Olivia O. Gomez	Planning Officer III, PRS

3. All School AIP must be pre-reviewed first by the Public Schools District Supervisor (PSDS) before submitting to the SGOD-Planning and Research Section. Please see Enclosure 1 for the AIP template and Enclosure 2 for the Review Form.
4. Immediate and wide dissemination of this Memorandum is required.

SORAYA T. FACULO PhD, CESO VI
 Assistant Schools Division Superintendent
 Officer-In-Charge
 Office of the Schools Division Superintendent



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Republic of the Philippines
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SCHOOL ANNUAL IMPLEMENTATION PLAN (AIP) SY 2024-2025
REVIEW FORM

School: _____ **District:** _____

INDICATORS								COMPLIED	PARTIALLY COMPLIED	NOT COMPLIED	REMARKS
1. Template is based on DepEd Order 44, s. 2015 updated on 27 February 2019.											
ANNUAL IMPLEMENTATION PLAN SCHOOL YEAR _____											
SCHOOL IMPROVEMENT PROJECT TITLE	PROJECT OBJECTIVE	OUTPUT FOR THE YEAR	ACTIVITIES	PERSONS RESPONSIBLE	SCHEDULE/VENUE	BUDGET PER ACTIVITY	BUDGET SOURCE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepared by: (School Head)				Reviewed: (PSDS)							
Recommending approval: (ASDS)				Approved: (SDS)							
2. Programs/Projects/Activities (PPAs) are aligned with the School Implementation Plan (SIP).								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Programs/Projects/Activities (PPAs) are aligned with the Office Performance Commitment and Review Form (OPCRF) of the school.								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Programs/Projects/Activities (PPAs) are adjusted in line with the MATATAG Agenda								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Work Financial Plan for the fiscal year is aligned with the Programs/Projects/Activities (PPAs) of the school.								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Other observations/opportunities for improvement:											

Note: Any noted non-compliance from the indicators will be returned to the school for update/revision/alignment.

Evaluators:

 Public Schools District Supervisor
 District: _____
 Date: _____

JIMMY S. SANTOS
 SEPS (Planning & Research Section)
 Date: _____





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Evaluators:

NIEVES D. EBANIO
Administrative Officer V

BELEN R. TOMIN
Budget Officer

JOVELYN T. BALANTIN
SEPS- HRDS

JULIET C. SANNAD
Chief Education Supervisor

NINO M. TIBANGAY
Chief Education Supervisor

CARMEL F. MERIS
OIC-Assistant Schools Division Superintendent
Date: _____