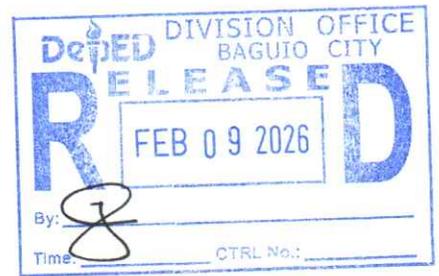




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**SCHOOL DIVISION OF BAGUIO CITY**



09 Feb. 2026

**DIVISION MEMORANDUM**

No. **114-2026**

**SUBMISSION OF SCHOOL ANNUAL REPORT FOR SY 2025-2026**

To: OIC-Assistant School Division Superintendent  
CID and SGOD Chief Education Supervisor  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

1. In anticipation of the submission of consolidated annual report of the Division to the Regional Office, City Government of Baguio and other requesting agencies; field is informed that the School Annual Report 2025 shall be accomplished through google sheet. These Annual Report shall be the bases for educational planning reports and future certification if requested.
2. The templates will be emailed to the official e-mail addresses of all public schools. Schools are given until April 30, 2026 to accomplish the said report. All concerned personnel who are in-charge of this educational planning report are accountable for its data integrity.
3. School may also access this link: [tinyurl.com/BAGUIOAR2025PUBLIC](https://tinyurl.com/BAGUIOAR2025PUBLIC) if they were not able to receive the email that the Planning and Research Section sent.
4. For queries, schools may contact any personnel from the Planning and Research Section at 446-6738 or email at [planresearchbaguio@gmail.com](mailto:planresearchbaguio@gmail.com).
5. Immediate and wide dissemination of this Memorandum is required.

**SORAYA T. FACULO PhD, CESO V**  
Schools Division Superintendent

For the Schools Division Superintendent:

**NIEVES D. EBANIO PhD**  
Administrative Officer V



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