



Republic of the Philippines  
Department of Education  
DIVISION OF MALAYBALAY CITY

DM-2019-09-302  
DIVISION OF MALAYBALAY CITY  
RELEASED  
DATE: SEP 11 2019  
TIME: 10:15  
BY: [Signature]

**DIVISION MEMORANDUM**

No. 302, s. 2019

To: **Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Public Elementary and Secondary School Heads  
All Others Concerned**

From: **REBONFAMIL R. BAGUIO**  
 *Schools Division Superintendent  
10 Sept '19*

Date: **September 9, 2019**

Subject: **SUBMISSION OF THE REVISED SCHOOL IMPROVEMENT PLAN AND  
ANNUAL IMPROVEMENT PLAN**

1. Per DepEd Order No. 44, s.2015, The School Improvement Plan is a roadmap that lays down specific interventions that a school, with the help of the community and other stakeholders, will undertake within a period of three consecutive years.
2. Relative to this, School Heads are advised to submit the Revised School Improvement Plan and Annual Improvement Plan on or before September 20, 2019 as reference for the Office Performance Commitment Review Crafting (OPCR).
3. E-mail or send a soft copy to **Liezl L. Padrones**, Admin Aide IV at [liezljane.padrones@deped.gov.ph](mailto:liezljane.padrones@deped.gov.ph) or should there be queries, contact **Edelina M. Ehora**, SEPS-School Monitoring and Evaluation at 09165126070.

M and E/lynne