



Republic of the Philippines  
**Department of Education**  
CARAGA REGION  
**SCHOOLS DIVISION OF SIARGAO**



**Office of the Schools Division Superintendent**

January 31, 2025

**DIVISION MEMORANDUM**

No. 61-071 s, 2025

**ADJUSTMENT OF ANNUAL IMPLEMENTATION PLAN SY 2024-2025**

To: Assistant Schools Division Superintendent  
Functional Division Chiefs  
Elementary and Secondary School Heads  
All concerned  
This Division

1. In line with the Year 3 implementation of the approved Enhanced School Improvement Plan (ESIP) of the current cycle, this office hereby directs the adjustment of Annual Implementation Plan (AIP) School Year 2024-2025 on **Monday, February 3, 2025 at 1:00-5:00 p.m.** via MS Teams. The link shall be provided by the Planning and Research Section (PRS).
2. This activity aims to
  - a. orient school administrators on the priority division programs and activities for 2025;
  - b. align the priority programmed activities for integration in the current AIP with the appropriated school MOOE based on the GAA 2025;
  - c. provide school administrators with technical assistance in the adjustment of the schools' AIPs.
3. All elementary and secondary school heads shall attend the virtual activity spearheaded by the PRS.
4. The schools are required to submit their signed and adjusted AIP SY 2024-2025 on February 6, 2025 to PRS.
5. Immediate dissemination to and strict compliance of all concerned is directed.

  
**MANUEL O. CABERTE**

Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

Encl: As stated

Reference: DO 44, s. 2025

To be indicated in the Perpetual Index under the following subjects:

ESIP AIP


SGOD/rsoraliza  
01/31/25




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