



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the Schools Division Superintendent

March 23, 2023

DIVISION MEMORANDUM
No. 153, s. 2023

**FINAL SCHEDULE FOR THE SUBMISSION OF THE ENHANCED SCHOOL
IMPROVEMENT PLAN (E-SIP) FOR SY 2023-2025**

To: Assistant Schools Division Superintendent
SGOD & CID Chiefs
Elementary & Secondary School Heads
All Other Division Personnel
This Division


1. In connection with **Division Memorandum 135 s. 2023** and with due consideration to the adjusted activities of the Division, this Office hereby informs the field on the final schedule of the submission of the enhanced School Improvement Plan (e-SIP) including the scheme on the final checking and validation by the different concerned program holders/implementers in the Division. **Please see enclosures 1 & 2 attached.**
2. This Office adheres to the Equal Opportunity Principle (EOP) in the steps to be undertaken for this purpose. Hence, all decisions and actions shall be based solely on the guidelines set forth, with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.





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3. Immediate and wide dissemination of this memorandum is desired.


VICTOR G. DE GRACIA JR., PhD, CESO V
Assistant Regional Director
and concurrent Officer-In-Charge
Office of the Schools Division Superintendent

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

SCHOOL





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ENCLOSURE 1: FINAL SCHEDULE AND SCHEME OF CHECKING AND VALIDATION OF THE e-SIP FOR SY 2023-2025

Dates	Activities	Persons' Involved
March 27-28, 2023	Online submission of the initially critiqued/presented e-SIP through https://tinyurl.com/c4z3k52j (Complete with all the necessary attachments, annexes including the incorporation of the technical assistance provided by the program holders)	School Heads
March 27-31, 2023	Final checking, critiquing of the schools' e-SIP Note to the program holders: <ol style="list-style-type: none">The school will no longer submit hard copy of their SIP for the final checking and validation, Hence, kindly access the link provided above. There will be no special meeting or gathering for the final checking. Please ensure open and constant communication with the schools to finalize all the entries.Please indicate in the tracker if the school's SIP is already approved to provide the school a real time update of their SIP status. https://tinyurl.com/mt52vkzf Note to the Schools: <ol style="list-style-type: none">Only when the school achieve the "ready for submission" status that they shall be allowed to print and submit their e-SIP on April 3, 2023.	Program Holders
April 3, 2023	Submission of the hard copy of the e-SIP	School Heads





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	<p>Note to the Schools: Please attach enclosure 2. It should be found right after the cover page.</p> <p>Note to the program holders: In the enclosure 2, please affix your signature over your names as full attestation that you have reviewed the programs, projects or area of the e-SIP assigned to you.</p>	
April 4, 2023	Endorsement of the e-SIP to the Office of the Schools Division Superintendent for signature	Planning Officer III





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ENCLOSURE 2. CERTIFICATE OF VALIDATION

This is to certify that the enhanced School Improvement Plan of _____ for School Year 2023-2025 have undergone validation and that all entries found in the said document especially the programs and projects to be implemented were aligned to the new Division Education Development Plan of the Division of El Salvador City for SY 2023-2028.

Certified:

DIONESIO L. LIWAGON JR, CESE

OIC-Assistant Schools Division Superintendent
Officer of the Assistant Schools Division Superintendent

ROLLY B. LABIS, EdD

Chief Education Supervisor, SGOD

NINIAN A. ALCASID, PhD

Chief Education Supervisor, CID

ANALYN G. FABRIA, PhD

Education Program Supervisor, SGOD

GLADYS GRACE H. CABELTES, MD

Medical Officer III

MARICEL B. JANGAO, CPA

Accountant III

STEPHANIE A. SALIGUMBA, CPA

Budget Officer III





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Nurse I

