



Republic of the Philippines
Department of Education

REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

07 January 2026

DIVISION MEMORANDUM

No. **015** s. 2026

SUBMISSION OF APPROVED COPY OF SCHOOL ANNUAL IMPLEMENTATION PLAN (AIP), WORK AND FINANCIAL PLAN (WFP), PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP), AND ANNUAL PROCUREMENT PLAN (APP)

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. Pursuant to **Republic Act 9155** known as **Governance of Basic Education Act of 2001**, **DepEd Order No. 44, s. 2015** titled **Guidelines on the Enhanced School Improvement Planning (SIP) Process and the School Report Card (SRC)**, and in reference to **Government Procurement Policy Board (GPBB) Circular 02 – 2020** titled **Guidelines in the Posting and Submission of APPs, PMRs, and ACPI Results**, this Office announces the submission of the scanned copies of the approved AIP, WFP, PPMP, and APP until **Monday, January 12, 2026**. These plans were parts of the required outputs of a division training workshop held at **El Cielito Hotel, Sta. Rosa Laguna on October 22-24, 2025**.

2. This submission aims to monitor and ensure financial prudence and resource efficiency in school operations and annual accomplishment of school priority targets such as but not limited to utilities, repairs, and all other programs, projects, and activities that contribute directly to the improved learning outcomes.

3. All school heads shall upload the abovementioned plans in their respective school folder thru this link <https://tinyurl.com/SDOTayabasSCHOOLPLANS2026>.

4. Each plan should be uploaded separately in a folder.

5. For queries and concerns relative to this requirement, you may contact Montano L. Agudilla Jr., Senior Education Program Specialist at montano.agudillajr@deped.gov.ph.

6. For strict and immediate compliance.


CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

Encl.: None

References: Republic Act 9155
D.O. No. 44, s. 2015
GPBB Circular 02 – 2020

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

ANNUAL IMPLEMENTATION PLAN

SGOD-submission of approved copy of school annual implementation plan (aip), work and financial plan (wfp), project procurement management plan (ppmp), and annual procurement plan (app)
SGOGK21F-004130/January 7, 2026