



June 22, 2018

MEMORANDUM
No. 308 s. 2018

FINALIZATION OF THE 2018 ANNUAL IMPLEMENTATION PLAN (AIP)

TO : Assistant Schools Division Superintendents
Chiefs, SGOD and CID
Division Education Program Supervisors
Medical Officer
Attorney
Senior Education Program Specialists
Planning Officer
Education Program Specialists
Division Accountant
Budget Officer
Information Technology Officer
ADAS Planning & Research
ADA Planning & Research
All Others Concerned

1. In line with the crafting of the Division Education Development Plan (DEDP) for 2018-2022, this office requires all the Work and Financial Plan (WFP) program owners to attend the meeting on **June 25, 2018 (Monday)** at the SDS Conference room for the finalization of the Annual Implementation Plan (AIP) for calendar year 2018. The meeting will be conducted as follows:

Functional Division	Time
Office of the Schools Division Supt. (OSDS)	10:00am-12:00pm
Schools Governance and Operations Division (SGOD)	1:00pm-3:00pm
Curriculum Implementation Division (CID)	3:00pm-5:00pm

2. The participants are required to bring at least one laptop per functional division.
3. For your guidance and compliance.

For the Schools Division Superintendent:


NILITA L. RAGAY, Ed.D.

OIC – Assistant Schools Division Superintendent

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