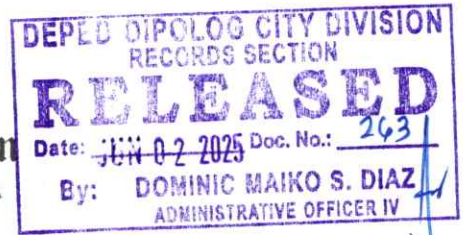




Republic of the Philippines
Department of Education
REGION IX – ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DIPOLOG CITY



May 30, 2025

DIVISION MEMORANDUM

No. 263, s. 2025

SUBMISSION OF AN UPDATED SCHOOL SITE DEVELOPMENT PLAN

TO: Assistant Schools Division Superintendent
Chief of the CID & SGOD
All Education Program Supervisors/
Public Schools District Supervisors
All Public Elem. and Sec. School Principals/Head Teachers
All Other Concerned
This Division

1. Pursuant to the recent validation of the National School Building Inventory (NSBI), it was found that the School Site Development Plans (SDPs) of all schools in this Division are outdated or no longer reflective of existing site conditions and infrastructure developments.
2. In line with this, all school heads are hereby directed to submit an updated School Site Development Plan, duly signed and certified by a licensed Geodetic Engineer.
3. The soft and hard copies of the updated SDP shall be submitted to the Education Facilities Section (EFS) on or before June 20, 2025. Digital copies must be in PDF format and emailed to christopherace.bael@deped.gov.ph.
4. Immediate and wide dissemination of this memorandum is enjoined.


MA LIZA R. TABILON, EdD, CESO V
Schools Division Superintendent

Reference: DepEd Order 01, s. 2017
End: None
SGOD/EFS/RSY
May 30, 2025



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