



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100



MEMORANDUM

To : **Public Schools District Supervisors (PSDS)
Elementary/Secondary Public School Heads/Principals**

From : **The Office of the Schools Division Superintendent**

Subject : **ONLINE SUBMISSION OF UPDATED S.Y. 2017-2018 SIP, AIP,
SRC, SOB, SBM RATING, PERFORMANCE INDICATOR (PI),
PLANS AND PROJECTS**

Date : **September 25, 2017**

1. In consonance with **Executive Order # 366 of 2004**, the **Rationalization Plan** and in line with the mandate of the **School Management, Monitoring and Evaluation (SMM&E)** Section to provide regular and timely reporting of results and documentation of work accomplished, and considering the size and distance of the schools to the SDO, this division requires all schools to submit reports and documents online.
2. The portal for submission is through this website:
<http://depedzn.net/smme>
Attach the required documents needed per school. Upload each report/updated documents in single attachment/folder and the deadline for submission will be on **October 16, 2017**.
3. The **updated documents** of S.Y. 2017-2018 for submission are the following:
 - a. SIP
 - b. SRC
 - c. AIP
 - d. SOB
 - e. Plans and Projects
 - f. SBM Rating (Using the APAT Tool)
 - g. Performance Indicator (PI)
 - h. SHDP Plan
4. Immediate dissemination of this Memorandum is desired

PEDRO MELCHOR M. NATIVIDAD, CSEE
OIC-Schools Division Superintendent

Reference:

Executive Order # 366, 2004