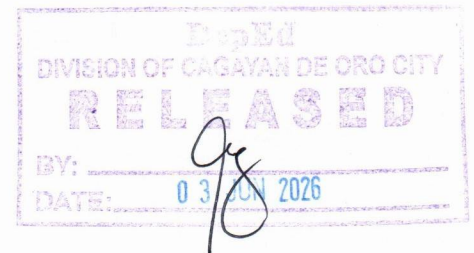




Republic of the Philippines  
**Department of Education**  
REGION X

DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

03 Jun 2026

DIVISION MEMORANDUM

No. 521 s.2026

**SIP RE-ALIGNMENT WITH THE QUALITY BASIC EDUCATION DEVELOPMENT PLAN (QBEDP) CUM OPCRF CRAFTING AMONG EDUCATIONAL LEADERS**

TO: Assistant Schools Division Superintendent  
Chiefs, SGOD and CID  
All CID Personnel  
All SGOD Personnel  
Selected OSDS Personnel  
All Public Elementary and Secondary School Heads

1. In support of the Department's thrust to ensure coherence between planning, implementation, monitoring, and performance management systems, the Schools Division Office of Cagayan de Oro City shall conduct the **SIP Re-alignment with the Quality Basic Education Development Plan (QBEDP) cum OPCRF Crafting among Educational Leaders on June 24-26, 2026.**

2. The activity aims to:

- re-align School Improvement Plans (SIPs) with the strategic directions and outcomes of the Quality Basic Education Development Plan (QBEDP) 2025-2035;
- ensure consistency between school-level priorities and division strategic directions;
- facilitate the crafting of Office Performance Commitment and Review Forms (OPCRFs) aligned with revised targets and priorities; and
- strengthen the integration of planning, monitoring, evaluation, and performance management processes.

3. The venue and other administrative arrangements shall be announced through a separate memorandum.

4. Participants are expected to bring the following:

- Approved School Improvement Plan (SIP);



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City  
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142  
Email Address: [cagayandeoro.city@deped.gov.ph](mailto:cagayandeoro.city@deped.gov.ph)  
Website: <https://depedcdo.net/>

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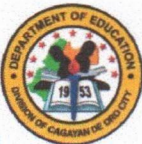
**Office of the Schools Division Superintendent**

- b. Latest School Report Card and performance data;
  - c. Division Education Development Plan (DEDP) reference materials;
  - d. Existing OPCR and performance targets; and
  - e. Laptop and other necessary working materials.
5. The detailed program flow is attached as **Enclosure No. 1**.
6. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
7. This Office directs immediate and wide dissemination of this Memorandum.

  
**ROY ANGELO E. GAZO**  
Schools Division Superintendent

Encl.: As stated  
Reference: None  
To be indicated in the Perpetual Index  
under the following subjects:

COMMUNICATION      PLANNING  
DM030-SGOD-PR-BASEN/ corrigendum to the memorandum (dm 405, s 2026) on the strategic alignment of the division education development plan (dedp) with the quality basic education development plan (qbedp) 2025-2035  
June 3, 2026



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City  
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142  
Email Address: [cagayandeoro.city@deped.gov.ph](mailto:cagayandeoro.city@deped.gov.ph)  
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**Enclosure No. 1**  
**PROGRAM FLOW**

**DAY 1**

**Focus: Orientation and SIP Re-alignment**

| Time                | Activity                                                                |
|---------------------|-------------------------------------------------------------------------|
| 7:30 AM – 8:30 AM   | Registration                                                            |
| 8:30 AM – 9:00 AM   | Opening Program                                                         |
| 9:00 AM – 10:00 AM  | Orientation on QBEDP 2025–2035 and Alignment Framework                  |
| 10:00 AM – 10:15 AM | Health Break                                                            |
| 10:15 AM – 12:00 NN | Workshop 1: Review of Current SIPs and Identification of Alignment Gaps |
| 12:00 NN – 1:00 PM  | Lunch Break                                                             |

*Afternoon Breakout Sessions*

| Time              | Breakout Group      |
|-------------------|---------------------|
| 1:00 PM – 5:00 PM | Elementary Schools  |
| 1:00 PM – 5:00 PM | Junior High Schools |
| 1:00 PM – 5:00 PM | Senior High Schools |

**Expected Output:**

- SIP Gap Analysis Matrix
- Initial SIP Re-alignment Framework

**DAY 2**

**Focus: SIP Enhancement and OPCRF Alignment**

*Morning Breakout Sessions*

| Time                | Activity                                                    |
|---------------------|-------------------------------------------------------------|
| 8:00 AM – 10:00 AM  | Workshop 2: Re-alignment of SIP Goals, Objectives, and PPAs |
| 10:00 AM – 10:15 AM | Health Break                                                |
| 10:15 AM – 12:00 NN | Workshop 3: Updating Performance Indicators and Targets     |

*Afternoon Breakout Sessions*

| Time              | Activity                                                     |
|-------------------|--------------------------------------------------------------|
| 1:00 PM – 3:00 PM | Workshop 4: OPCRF Crafting and Alignment with SIP Priorities |
| 3:00 PM – 3:15 PM | Health Break                                                 |
| 3:15 PM – 5:00 PM | Continuation of OPCRF Crafting and Coaching Session          |

**Expected Output:**

- Enhanced SIP Framework
- Draft OPCRF

**DAY 3**

**Focus: Validation, Finalization, and Commitment Setting**

*Morning Plenary Session*

| Time                | Activity                                |
|---------------------|-----------------------------------------|
| 8:00 AM – 10:00 AM  | Presentation of Breakout Outputs        |
| 10:00 AM – 10:15 AM | Health Break                            |
| 10:15 AM – 11:30 AM | Validation and Consolidation of Outputs |

| Time                | Activity                               |
|---------------------|----------------------------------------|
| 11:30 AM – 12:00 NN | Commitment Setting and Closing Program |

**Expected Outputs:**

1. Revised SIP Framework aligned with QBEDP 2025–2035;
2. Updated SIP Strategic Directions, Targets, and PPAs;
3. Draft OPCRf aligned with revised priorities;
4. School-level Alignment and Implementation Commitments.