



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
**SCHOOLS DIVISION OF SCIENCE CITY OF MUNOZ**

July 9, 2024

**SCHOOLS DIVISION MEMORANDUM**

No. 219, s. 2024

To: Assistant School Division Superintendent  
Chief Education Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

**SUBMISSION AND VALIDATION OF SCHOOL PREVENTIVE MAINTENANCE (SPM)  
PLAN AND REPORT FOR JULY TO DECEMBER 2024**

1. In relation to the **MATATAG** agenda which is one of the four critical components is the **TA**ke steps to accelerate delivery of basic education facilities and services. All Public Elementary and Secondary School heads in cooperation with all the School Properly Custodians and Administrative Officer II are hereby instructed to submit their School Preventive Maintenance Plan on or before July 22, 2024 thru the SDO Records Section.
2. The timeline of this activity will be as follows:

<b>Activity</b>	<b>Dates</b>
Preparation of SPM Plan	July 1, 2024-July 19, 2024
Submission of SPM Plan	July 22, 2024
Pre-Inspection, Monitoring and Technical and assistance of SPM Plan	July 8, 2024-July 26, 2024
Preliminary Validation and Evaluation of SMP Plan	TBA
Submission of SPM Report	November 29, 2024
Final Validation and Inspection of SPM Report	TBA

SCIENCE CITY OF MUNOZ  
JUL 09 2024  
EADT/sqod2024



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3. For clarification, you may contact Engr. Alvin D. Tangonan, DepEd Project Engineer II at [alvin.tangonan@deped.gov.ph](mailto:alvin.tangonan@deped.gov.ph).
4. Immediate and widest dissemination of this Memorandum is desired.

for:  
**JOHANNA N. GERVACIO PhD, CESO V**  
Schools Division Superintendent

  
**RONILO E. HILARIO**  
Assistant Schools Division Superintendent

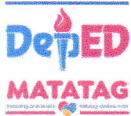
*Encl:As stated*

*Reference:  
To be indicated in the Perpetua Index  
Under the following subjects:*

**SCHOOL PREVENTIVE MAINTENANCE (SPM)  
PLAN AND REPORT**

**ADT/SPMPR  
July 8, 2024**

*EADT/sgod2024*



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