



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

July 18, 2024

SCHOOLS DIVISION MEMORANDUM

No. 233, s. 2024

**CORRIGENDUM AND ADDENDUM TO THE SDM NO. 219, S. 2024 RE:
SUBMISSION AND VALIDATION OF SCHOOL PREVENTIVE
MAINTENANCE (SPM) PLAN AND REPORT
FOR JULY TO DECEMBER 2024**

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

1. Relative to the issued Schools Division Memorandum No. 219, s. 2024 re Submission and Validation of School Preventive Maintenance (SPM) Plan and Report for July to December 2024, please be informed that the date of Submission of SMP has been changed from July 22, 2024 to July 26, 2024.

The updated timeline of this activity is as follows.

| Activity | Dates |
|---|----------------------------|
| Preparation of SPM Plan | July 1, 2024-July 19, 2024 |
| Submission of SPM Plan | July 26, 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 |



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2. The following are the signatories of the SMP.

| Signatories | Position |
|-----------------------|---|
| Prepared by | School Head |
| Reviewed by | SGOD Chief |
| Recommending Approval | Assistant Schools Division Superintendent |
| Approved by | Schools Division Superintendent |

3. Other provisions stated in the above stated Schools Division Memorandum are still enforced.
4. Immediate and widest dissemination of this Memorandum is desired.


JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent



Encl: As stated

SDM NO. 219, S. 2024 RE: SUBMISSION AND VALIDATION OF SCHOOL PREVENTIVE MAINTENANCE (SPM) PLAN AND REPORT FOR JULY TO DECEMBER 2024

Reference:

To be indicated in the Perpetua Index

Under the following subjects:

SCHOOL PREVENTIVE MAINTENANCE (SPM)

ADT/SGOD-SPMPR

July 18, 2024 – Corrigendum and Addendum to the SDM No. 219, s. 2024



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