



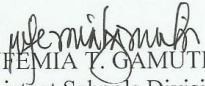
Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XI
DIVISION OF THE ISLAND GARDEN CITY OF SAMAL
Peñaplata, IGACOS
Telefax No. 084-301-4121



January 23, 2015

Division Memo No. 074
s. 2015

TO: OIC- Office of the Assistant Schools Division Superintendent
Education Program Supervisors and Coordinators
School Heads of Schools with Special Programs

FROM: 
EUFEMIA T. GAMUTIN, CESO VI
Assistant Schools Division Superintendent
OIC- Office of the Schools Division Superintendent

SUBJECT: **Presentation of CY 2014 Accomplishment Reports for Various Programs**

Program Implementation Year (PIY) 2014 has ended and customarily Accomplishment Reports for Various Programs shall have been presented to relevant stakeholders within the first two weeks of January but due to overlapping of tasks, the activity has to be moved to and conducted on February 12 and 13, 2015 at the SDS' Office by respective program supervisors and coordinators.

Each presenter is given a maximum of thirty (30) minutes inclusive of necessary discussions relevant to the presentations.

School Heads of Schools with Special Programs (SSES, STE, SPA, etc) are also required to attend in the time slot assigned for their implemented programs. Central School Principals are hereby directed to represent the elementary schools in the district for the Mottainai Accomplishment Reports.

Presentations shall be in powerpoint and Accomplishment Reports shall be in hard copies using the usual Accomplishment Report template. Presentations and Accomplishment Reports shall also be emailed to the SDS (thornbird9359@yahoo.com) on or before February 12, 2015.

Accomplishment Reports shall be specific, data-laden and shall not contain generic statements.

No registration fee shall be collected but travel costs incurred by participants from schools are chargeable against School MOOE or other local funds subject to the usual accounting and auditing rules.

For strict compliance. No proxy is allowed.