



Republic of the Philippines
Department of Education
Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

Date: December 28, 2022

DIVISION MEMORANDUM

No. 812, s. 2022

**SUBMISSION OF CALENDAR YEAR 2022 ACCOMPLISHMENT REPORT
FOR PROGRAMS, PROJECTS, ACTIVITIES**

To : Chiefs of Functional Divisions
Division Program and Projects Coordinators
Administrative Officers V, and IV
ITO, Legal Officer, Planning Officer, Budget Officer, HRMO
This division

1. DepEd Surigao Del Sur Division through the Planning and Research Unit of the School Governance and Operations Division will now be working on the CY 2022 Office Performance Commitment Review Form (OPCRF) as required by the Regional Office per Regional Memorandum No. 1112, s. 2022.
2. In line with this, all concerned Division Personnel especially those handling different Programs, Projects, and Activities (PAPs) are required to submit their Accomplishments as to the implementation of their assigned PAPs.
3. The template to be followed is attached as enclosure. Data will also be utilized in the preparation of the CY 2022 Annual Accomplishment Report. Deadline of submission will be on or before January 3, 2022.
4. Hard copies of the CY 2022 Accomplishment Report shall be submitted to the Planning and Research Unit of the SGOD. Soft copies shall be submitted also in the google drive link - tinyurl.com/SDSPAPsAccomplishments
5. Gawad-Agad Award shall be given to the coordinators who will be able to submit quality report promptly or before the given deadline.
6. For information, guidance, and strict compliance.


JOSITA B. CARMEN, CESO V
Schools Division Superintendent

Encl.: As stated

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

Accomplishment Report

Planning and Research

PAPs

UPC / DM- Submission of CY 2022 District Annual Accomplishment Report
812 / December 28, 2022





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ANNUAL ACCOMPLISHMENT REPORT
Calendar Year 2022

I. Introduction

It discusses the purpose of the report. It will also give a preview of what is expected of the contents, must be brief and concise.

II. Overall Accomplishment of Programs and Projects

This includes the accomplishment against your target for the year. Please use the template as proposed below.

PROGRAMS/ PROJECTS/ ACTIVITIES	TARGET BASED ON AIP/WFP	% OF ACTUAL ACCOMPLISHMENT	% OF ACTUAL ACCOMPLISHMENT (C/B) X 100%

III. Outstanding Accomplishments

It showcases the division best practices, value added contribution, innovations and other activities that made the agency forefront among others.

The winnings and awards received within the year in review as well as the achievements of learners and teachers will likewise be included in this section. Pictures may be included as a means of verification.

This table can be used for the Awards and Recognition Received

Title of Award	Award Giving Body	Level (Region, National, International)	Category of Awardee (Student, Teacher, School Head, School)





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IV. Programs and Projects

The programs and projects implemented with its corresponding descriptions will be discussed in this portion. Details of the programs and projects like name of the activity, number of participants and other important information/data shall be presented in table form. Included in the discussion will be challenges, best practices and the impact of the programs and projects that made the division soar to greater heights.

Name of Programs/Projects /Activities	Description of Accomplishments		Date/ Time	Participants/ No. of Participants	Source of Funds	Funds Allocated	Funds Obligated	Facilitating Factors/Best Practices	Hindering Factors	Lessons Learned
	Target	Actual								

X. Annexes

- Pictures as Additional MOVs

