MEMORANDUM

TO : OIC-Assistant Schools Division Superintendent
     OIC-Chief Curriculum Implementation Division
     Chief - Schools Governance and Operations Division
     Education Program Supervisors
     Public School District Supervisors
     Division Unit/Section Heads
     All Others Concerned

FROM : DR. ROMMEL C. BAUTISTA, CESO V
       Schools Division Superintendent

SUBJECT : SUBMISSION OF 2018 ANNUAL ACCOMPLISHMENT REPORT

DATE : November 26, 2018

With reference to DepEd-4A-RM-749-18, re: Preparation of Annual Report CY 2018, all concerned are hereby directed to submit your Division/Section/Unit's Annual Accomplishment Report for Calendar Year (CY) 2018 following the outline attached to this Memorandum.

The reports shall be consolidated by Division (OSDS, CID, SGOD) and shall be submitted in hard and soft copies to the Planning and Research Section not later than December 10, 2018.

For information and strict compliance of all concerned.

UM No. 608 s.2018
MBV_NGT (PAR) 3

Antipolo City Sports Educational Hub, Sen. L. Sumulong Circle, Brgy. San Isidro, Antipolo Phone: (02) 630-3111 www.depedantipolo.com

"EDUKASYONG TAPAT AT SAPAT PARA SA LAHAT"
2018 ANNUAL ACCOMPLISHMENT REPORT

Division: __________________________
Unit/Section: __________________________

Format: A4, 1" margin all-sides
        Arial font, font size 11, single space

I. Introduction

State the mandate and function of your unit/section/division

II. Programs, Projects, Activities

A. Programs/Projects/Activities Implemented

<table>
<thead>
<tr>
<th>Programs/Projects/Activities Implemented</th>
<th>Objective/s</th>
<th>Target Outputs/Outcomes</th>
<th>Actual Accomplishment/s</th>
</tr>
</thead>
<tbody>
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</table>

Include a narrative on the facilitating/hindering factors that contributed to the attainment of the target/outcome.

B. Trainings/Capacity-building/TA Provided

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
<th>Venue</th>
<th>Participants</th>
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<tbody>
<tr>
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<td>Ex:</td>
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<tr>
<td></td>
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<td></td>
<td>School Heads-67 Teachers - 200</td>
</tr>
</tbody>
</table>

C. Student/Teacher/School Head/School Accomplishments

<table>
<thead>
<tr>
<th>Level (Int'l, Nat'l, Regional)</th>
<th>Contest</th>
<th>Event/Category</th>
<th>Date</th>
<th>Venue</th>
<th>Name/s of Contestant</th>
<th>School</th>
<th>Rank / Awards Won</th>
</tr>
</thead>
<tbody>
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Antipolo City Sports Educational Hub, Sen. L. Sumulong Circle, Brgy. San Isidro, Antipolo (02) 630-3110W depedantipolo.com
"EDUKASYONG TAPAT AT SAPAT PARA SA LAHAT"
III. Action Points for Next Year

<table>
<thead>
<tr>
<th>Program, Project, Activity</th>
<th>Objective/s</th>
<th>Target Output/Outcomes</th>
<th>Time Frame</th>
</tr>
</thead>
</table>

IVA. Pictorials with captions

Maximum of 8 pictures per page