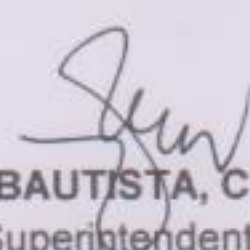




CITY SCHOOLS DIVISION OFFICE OF ANTIPOLO

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 : *fr:*  **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. 603 s.2018
MBV_NGT (PAR) *fr*





CITY SCHOOLS DIVISION OFFICE OF ANTIPOLO

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

Programs/Projects/Activities Implemented	Objective/s	Target Outputs/Outcomes	Actual Accomplishment/s

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

B. Trainings/Capacity-building/TA Provided

Activity	Date	Venue	Participants
			Ex: School Heads-67 Teachers - 200

C. Student/Teacher/School Head/School Accomplishments

Level (Int'l, Nat'l, Regional)	Contest	Event/Category	Date	Venue	Name/s of Contestant	School	Rank / Awards Won





III. Action Points for Next Year

Program, Project, Activity	Objective/s	Target Output/Outcomes	Time Frame

IV. Pictorials with captions

Maximum of 8 pictures per page

