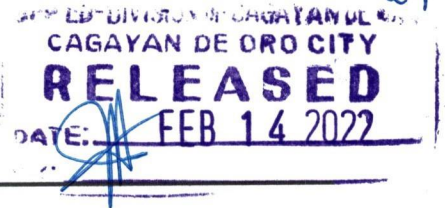




Republic of the Philippines  
**Department of Education**  
REGION X  
DIVISION OF CAGAYAN DE ORO CITY



**Office of the Schools Division Superintendent**

February 10, 2022

**MEMORANDUM**

TO: Asst. Schools Division Superintendent  
Chief Education Supervisor – CID  
Chief Education Supervisor – SGOD  
Administrative Officers V  
Administrative Officers IV  
Accountant  
Planning Officer  
Legal Officer  
Information Technology Officer  
Education Program Supervisors  
Public Schools District Supervisors  
Senior Education Program Specialists  
Education Program Specialists II  
Project Development Officers  
Medical Officer  
Division Engineer  
All other concerned

**SUBMISSION OF ACCOMPLISHMENT REPORT  
FOR THE DIVISION 2021 ANNUAL REPORT**

1. In preparation for the 2021 Annual Report of the division office, all concerned division personnel are hereby directed to submit the accomplishment reports of their respective projects, programs or services for calendar year 2021. Enclosure 1 contains the focal persons assigned to the different parts of the annual report.
2. Accomplishment reports shall include summative quantitative data or information illustrated using graphs or tables and accompanied with comprehensive description. Activities, innovations or interventions shall be enumerated in bullet format. It shall cover the program's major accomplishments relative to the program targets and service/function



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**Telephone:** (08822)-8550048

mandates and deliverables. Other detailed information or data may be attached as appendices.

3. To facilitate submission of the reports, all accomplishment reports shall be uploaded to the link that will be provided below on or before **February 14, 2022**:

**<https://bit.ly/CDOAR2021>**

4. To quality assure the report in terms of content, format, and grammar, the following personnel shall compose the team of editors:

Team Leader : Shirley Merida  
Members : Sylvio Carciller  
Eleanor Consejo H. Rollan  
Roxanne Fuentes  
January Gay Valenzona  
Mark John Gabule  
Joel Potane

5. Immediate dissemination and compliance to this memorandum are directed.

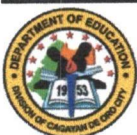
  
**CHERRY MAE L. LIMBACO-REYES**  
Schools Division Superintendent

Encl.: As stated

Reference: None

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

*echr/rhf/rrv*



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Enclosure 1. Focal persons and assigned parts of the Annual Report

<b>2021 ANNUAL REPORT OUTLINE OF CONTENT AND FOCAL PERSONS</b>
Vision, Mission, Core Values
CDO Map
I. Introduction (E. Rollan)
II. Executive Summary (E. Rollan)
III. Strategic Goals (R. Bayeta) <ul style="list-style-type: none"> <li>A. Access to Basic Education – GER, NER (R. Bayeta)</li> <li>B. Quality &amp; Relevance of Basic Education (E. Rollan)</li> <li>C. Efficiency &amp; Effectiveness of the School System – Increase in Cohort, Completion, Promotion; decrease in Repetition, Dropout (R. Bayeta)</li> </ul>
IV. Progress Report on Key Performance Indicators <ul style="list-style-type: none"> <li>A. Access to Basic Education (R. Bayeta) <ul style="list-style-type: none"> <li>1. GER – Elem, Secondary</li> <li>2. NER – Elementary, Secondary</li> </ul> </li> <li>B. Quality and Relevance of Basic Education (E. Rollan) <ul style="list-style-type: none"> <li>1. Achievement Rate/Mastery Level (CMSS) – Elem, Secondary</li> </ul> </li> <li>C. Efficiency and Effectiveness of the School Systems (R. Bayeta) <ul style="list-style-type: none"> <li>1. Cohort Survival Rate – Elem, Secondary</li> <li>2. Dropout Rate – Elem, Secondary</li> <li>3. Completion Rate – Elem, Secondary</li> <li>4. Promotion Rate – Elem, Secondary</li> </ul> </li> </ul>
V. Resource, Governance and Policy <ul style="list-style-type: none"> <li>A. Accomplishments in Performance Indicators on Critical Physical and Financial Resources <ul style="list-style-type: none"> <li>1. National Budget (A. Calubag)</li> <li>2. Special Education Funds (SEF) LSB</li> </ul> </li> </ul>
VI. Services, Programs and Projects <p>OSDS</p> <ul style="list-style-type: none"> <li>-Administrative Services (B. Borres)</li> <li>-Personnel (M. Navaja)</li> <li>-Records (K. Murillo)</li> <li>-Supply (L. Mercado)</li> <li>-Cashier (E. Dangazo)</li> <li>-Accounting (A. Calubag)</li> <li>-Budget (R. Vallente)</li> <li>-Legal (L. del Puerto)</li> </ul> <p>CID</p> <ul style="list-style-type: none"> <li>-Curricular Programs <ul style="list-style-type: none"> <li>English, Reading (J. Eluna, M. Gabule)</li> <li>Filipino (H. Lucman)</li> <li>Science (J. Macasero)</li> <li>Mathematics (R. Maghuyop)</li> <li>Araling Panlipunan (R. Aclo)</li> <li>TLE (J. Mingo)</li> <li>Edukasyon sa Pagpapakatao (M. Gabule)</li> <li>MAPEH (S. Carciller)</li> </ul> </li> <li>-District Supervision (consolidated report c/o Dr. S. Merida)</li> <li>-Kindergarten, ELLNA (M. Gabule)</li> <li>-Alternative Learning System (J. Macasero)</li> <li>-ALIVE (P. Orangot)</li> </ul>

- Special Education (J. Macasero)
- Indigenous People Education (R. Maghuyop)
- Multigrade Education (M. Gabule)
- LRMDS (J. Potane)
- Gender & Development (R. Aclo)

SGOD

- DRRM (R. Blanco)
- Human Resource Development (D. Aves)
- Health and Nutrition (B. Meso)
  - School-Based Feeding Program
  - Flagship Programs
- Research and Development (J. Potane)
- Social Mobilization (J. Eugenio)
- Sports Development (E. Suaner)
- School Management Monitoring & Evaluation (E. Rollan, R. Fuentes)
- Youth Formation Program (J. Gochuco, D. Tan)

VII. Division Initiatives and Interventions (J. Potane)

- Project CALL (Communicate & Capacitate ALL Learners)
- Project SIMPOL (Simplified Output for Learners)
- Tawag Mama, Bata Pabasa
- Project Monitor
- Project MMK (Mama, Maestra Ko)
- Project SHARE
- (Others)

VIII. Awards and Recognition (J. Potane, D. Aves)

- Project PRAISE
- Divisional, Regional and National Awards and Recognitions

IX. Priorities for 2022 (R. Bayeta)

- SG 1: Increased NER (R. Bayeta)
- SG 2: Increased Achievement (CMSS) (E. Rollan)
- SG 3: Improved SocMob, DRRM, Health and Nutrition, CPP (J. Eugenio, R. Blanco, B. Meso)

X. Appendices

- A. Organizational Chart (J. Sijo)
- B. Structural Management (M. Navaja)
- C. Directory of Officials, School Administrators (J. Sijo)
- D. Status of Basic Education Resources (R. Bayeta), Teacher-Student Ratio (R. Bayeta), Classroom-Student Ratio (E. Mamaclay)