



Republic of the Philippines
Department of Education
Region X – Northern Mindanao
DIVISION OF MISAMIS ORIENTAL
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December 27, 2016

DIVISION MEMORANDUM
No. 593 s. 2016

To: Education Program Supervisors
PS District Supervisors
Elementary and Secondary School Heads

From: ~~CHERRY MAE L. LIMBACO, Ph.D., CESO IV~~
Schools Division Superintendent *[Signature]*

Re: SUBMISSION OF YEAR-END REPORTS 2016

1 The Curriculum Implementation Division (CID) is on the process of making a year-end review of the implementation of different programs and projects implemented in the Division.

2 In this connection, you are hereby advised to submit the required reports listed in the enclosure of this Memorandum. The reports shall become inputs to the program enhancement and adjustment. The reports shall be in word format and shall be submitted in print and electronic copies. Electronic copies shall be saved in flash disk or compact disk.

3 Division Focal Persons of each program are advised to facilitate the on time submission of the required reports.

4 The deadline for submission is also stipulated in the enclosure.

5 For compliance.

CLL/cgd

Enclosure No 1 to Division Memorandum No. ____ s. 2016 entitled ***SUBMISSION OF YEAR-END REPORTS 2016***

Curriculum Implementation Division (CID)

Reports to be submitted:

A. By school

1. Report with pictures and caption on School or District Learning Resource Center
Print and e-copy deadline: December 23, 2016 *to Jan 5, 2017*
e-copies shall be saved in flash disk or compact disk

2. Highlights of implementation of School CI Project/s with pictures and caption
e-copies shall be saved in flash disk or compact disk

Deadline: December 23, 2016 *to Jan 5, 2017*

3. Report with pictures and caption on Library Hub Operations
Print and e-copy deadline: December 23, 2016
e-copies shall be saved in flash disk or compact disk

B. Consolidated by District (Elementary, Junior and Senior High School)

1. Consolidated Supervision and Technical Assistance Report on the following:
 - a. Special Curricular Programs
 - i. SPED
 - ii. Special Science Programs both elementary and high school
 - iii. STVEP/TecVoc
 - iv. Multigrade
 - v. Special Program in Foreign Language
 - b. K to 12 Basic Education Program & Basic Education Curriculum (BEC)
 - i. Elementary
 - ii. Junior High School
 - iii. Senior High School
 - c. Other Programs
 - i. ELLN
 - ii. ALS
 - iii. Computerization Program
 - iv. Other district/school based initiated programs / *CI Projects*

Contents of Report with Pictures and caption:

1. Best Practices
2. Issues encountered
3. Actions Taken
4. Recommendations for District and Division Offices

Deadline of Submission for print and e-copies – January 3, 2017 – *Jan 5, 2017*
e-copies shall be saved in flash disk or compact disk