



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
**REGION IV-CALABARZON**  
Gate 2, Karangalan Drive,  
Cainta, Rizal



MEMORANDUM

TO: SCHOOLS DIVISION SUPERINTENDENTS  
REGIONAL CHIEFS/TEAM LEADERS, HEADS  
OF SECTIONS AND UNITS

FROM:   
BEATRIZ G. TORNO  
Director III

SUBJECT: ANNUAL ACCOMPLISHMENTS, SY 2014-2015

DATE: October 27, 2014

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Please submit your accomplishment report for School Year 2014-2015 following the suggested outline on or before December 31, 2014 and email the same at [melna.albano@deped.gov.ph](mailto:melna.albano@deped.gov.ph) or at [melnarivera@yahoo.com](mailto:melnarivera@yahoo.com).

For compliance.

Received: Joseph  
10-27-14  
6159

## **2014 ANNUAL REPORT**

(Suggested Outline)

The Annual Report should highlight the **detailed accomplishments for the year vis-à-vis targets within the context of the EFA 2015 and the Strategy Plan of Action for the year.** It should also serve as the basis for policy and program directions by presenting strategic issues and development agenda for the coming year.

### **I. INTRODUCTION/SITUATIONAL ANALYSIS**

### **II. ACCOMPLISHMENTS**

The accomplishments should not only present the statistical description of the key education outcomes. It should also describe trends and patterns of the previous school year versus the current school year by:

#### **A. Strategy**

1. Proactive Child Mapping/Tracking System
2. Team-based Delivery of Functions/Services
3. ICT-Enabled System and Procedures
4. Needs-Based Capacity Building
5. Sustainable Partnership and Linkages

#### **B. Special Curricular Programs (as per DepEd Order No. 15, s. 2014)**

1. Discussion of Programs and Projects should include a background of the project and status/accomplishments for the year.

#### **C. Relevant pictures and graphs to compliment statistical data can be presented to make the presentation interesting**

### **III. TARGETS AND STRATEGIES FOR SY 2015-2016**

Given the strengths and weaknesses in the situational analysis, what are the emerging and continuing key strategies and development agenda of the Division to be pursued for the year 2013.

### **IV. SPECIFIC DEVELOPMENTS**

This section highlights the performance in terms of best practices. It should also feature the selected notable achievements of your division/sections/units (mandatory)

### **V. BUDGET UTILIZATION**

1. By level (Kindergarten, Elementary, Secondary, ALS)
2. By Allotment Class (PS, MOOE, CO)