



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

December 18, 2020

**REGIONAL MEMORANDUM**

No. **651**, s. 2020

**REITERATION ON THE PROMPT SUBMISSION OF THE 1st and 4th QUARTER MONTHLY  
DIVISION INSTRUCTIONAL SUPERVISORY PLAN (DISP) AND DIVISION INSTRUCTIONAL  
ACCOMPLISHMENT REPORT (DISAR) FOR CALENDAR YEAR 2020**

To: Schools Division Superintendents  
Public Elementary and Secondary School Heads  
All Others Concerned

1. As part of the requirement in the Quality Management System and in the implementation of the Annual Implementation Plan (AIP), this Office reiterates the prompt submission of the 1st and 4th Quarter Monthly Division Instructional Supervisory Plan (DISP) and Division Instructional Supervisory Accomplishment Report (DISAR) for Calendar Year 2020 across learning areas and grade levels on January 5, 2021 to the Chief, CLMD, DepEd RO VIII, Candahug, Palo, Leyte through email address: [clmd.region8@deped.gov.ph](mailto:clmd.region8@deped.gov.ph).
2. It is advised that all documents to be submitted in soft copies are completely verified by the respective Division Learning Area Supervisors and duly signed by the Schools Division Personnel or their authorized representatives as stipulated in the Regional Memorandum No. 326, s. 2019.
3. For inquiries, Mr. Marlou D. Camposano may be reached at the phone number: 09275506639 and email address: [marlou.camposano@deped.gov.ph](mailto:marlou.camposano@deped.gov.ph).
4. Immediate dissemination of and compliance with this Memorandum are desired.

**RAMIR B. UYTICO EdD, CESO IV**  
Director IV

Enclosures: As stated  
References: RM No. 326, s. 2019  
To be indicated in the Perpetual Index under the following subjects:

ACCOMPLISHMENT REPORT      INSTRUCTIONAL SUPERVISION

CLMD-MDC

