



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

March 09, 2023

REGIONAL MEMORANDUM

No. **218**, s. 2023

**REMINDER AND STATUS OF THE SUBMISSION OF THE REQUIRED
 ACCOMPLISHMENT REPORTS FOR THE FISCAL YEAR 2022**

To: Schools Division Superintendents
 Assistant Schools Division Superintendents
 Chiefs of School Governance & Operations Division
 Chiefs of Curriculum Implementation Division
 All Others Concerned

1. With reference to Regional Memorandum No. 015, s. 2023, this Office, through the Policy, Planning, and Research Division (PPRD), reminds all Schools Division Offices (SDOs) Of the submission of the required reports for the finalization of the 2022 Annual Accomplishment Report (AAR) which was due on January 19, 2023.

2. The matrix below shows the status of the submission of the reports per SDO:

SDOs	Status of the submission	
	Awards or Recognition	Feature Article
Baybay City	Completed	Completed
Biliran	Completed	Completed
Borongan City	Completed	Completed
Calbayog City	Completed	Completed
Eastern Samar	No submission yet	No submission yet
Maasin City	Completed	Completed
Leyte	No submission yet	No submission yet
Catbalogan City	Completed	Incomplete (format issue)
No. Samar	No submission yet	No submission yet
Ormoc City	Completed	No submission yet
Samar	Completed	No submission yet
So. Leyte	Completed	Completed
Tacloban City	Completed	No submission yet

3. Attached are the templates/structure of the reports, for reference. All reports shall be submitted on or before March 13, 2023, through the link: https://bit.ly/FY2022_AAR.



4. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III
Regional Director

Enclosure: RM No. 015, s. 2023

Reference: As stated

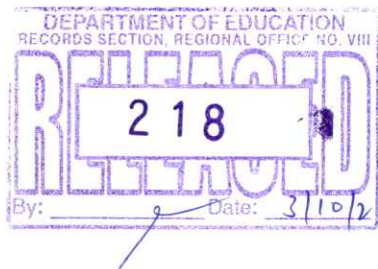
To be indicated in the Perpetual Index under the following subjects:

ANNUAL ACCOMPLISHMENT

REGION

SDOs

PPRD-TCPJ



Enclosure to RM No. **218**, s. 2023

**TEMPLATE FOR THE NATIONAL AND INTERNATIONAL
AWARDS/RECOGNITIONS RECEIVED FOR CY 2022**

Title of the National or International Award/Recognition	Title of the Activity	Date Received	Award-giving Body

CONTENTS OF THE FEATURE ARTICLE ON LEARNING RECOVERY INITIATIVES

- Description of the division learning recovery banner project/s
- Description or background of the support innovations or initiatives implemented
- Activities conducted
- Significant impact
- Ways forward



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

January 5, 2023

REGIONAL MEMORANDUM

No. **015**, s. 2023

**PREPARATION AND SUBMISSION OF THE
2022 ANNUAL ACCOMPLISHMENT REPORT (AAR)**

To: Schools Division Superintendents
Chiefs of the Regional Functional Divisions
All Others Concerned

1. This Office, through the Policy, Planning, and Research Division (PPRD), enjoins all the concerned Regional and Schools Division Office (SDO) personnel on the Preparation and Submission of the Fiscal Year 2022 Annual Accomplishment Report (AAR).
2. The Technical Working Group, suggested compositions of the Regional and Division AAR Committees with the Terms of Reference (TOR), contents, and the required reports from Regional Functional Divisions (RFDs) and SDOs are attached, for reference.
3. The List of National and International Awards or Recognition Received and Feature Articles of Innovations or Initiatives Implemented by RFDs and SDOs shall be submitted on or before January 19, 2023 through the link: https://bit.ly/FY2022_AAR.
4. The hard copies of the 2022 AAR of SDOs shall be submitted to the Office of the Regional Director, DepEd Regional Office VIII, Candahug, Palo, Leyte on or before February 17, 2023.
5. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director

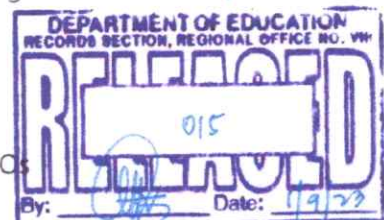
Enclosures: As stated

Reference: None

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

ANNUAL ACCOMPLISHMENT REGION

SDOs



PPRD-TCPJ



Enclosure 1 to RM No. 015, s. 2023

2022 ANNUAL ACCOMPLISHMENT REPORT TECHNICAL WORKING GROUP

Oversee : Dr. Evelyn R. Fetalvero
Chairperson : Dr. Bebiano I. Sentillas
Co-chairperson: Dr. Rita R. Dimakiling

Members :

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Mr. Ariem V. Cinco
Mr. Mark Lito B. Gallano
Ms. Jennylind D. Daya

b) External Resource Writers and Language Editors

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c) Contributors

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Ms. Janice C. Delopere
Ms. Epifania G. Melchor
Ms. Ed Kathelen Q. Garcia

Enclosure 2 to RM No. _____, s. 2023

**COMPOSITION OF THE 2022 ANNUAL ACCOMPLISHMENT REPORT WITH
TERMS OF REFERENCE**

Schools Division Office

Focal Persons	Functions
Chair - ASDS	Oversees the preparation and submission of the AAR
Vice-chair – SGOD Chief	Leads and supervises the preparation and submission of the AAR
Members:	
SEPS M&E	Spearheads the organization of the M&E reports, prepares dashboard, and ensures the inclusion of the best practices
DIO	Assists in the preparation of the report considering the milestones of the Division Office
SEPS P&R	Ensures the completeness and accuracy of the parts based on the education resource inputs/dashboard
PO	Prepares dashboard provides analysis on the KPIs
ITO	Assists in the preparation of design and layout of the AAR
Program Coordinators/Education Program Supervisors	Submits the highlights/success stories of accomplishments on the programs and projects implemented and checks on the mechanics and conventions of writing style
AO V	Provides reports on basic education resources such as teachers, learning resources, and others
HRD SEPS/EPS II	Provides reports on professional development activities conducted, trainings, and other related accomplishments

Regional Office

Focal Persons	Functions
Chair – ARD	Oversees the preparation and submission of the AAR
Vice-chair – PPRD Chief	Leads and supervises the preparation and submission of the AAR Supervises the preparation of dashboard and analysis of KPIs
Members:	
QAD Chief	Spearheads the consolidation of the M&E reports and the preparation of dashboard and analysis on the KPIs
CLMD Chief	Spearheads the submission of the highlights/success stories of accomplishments on the programs and projects implemented and checks on the mechanics and conventions of writing style through the Language Supervisors/Specialist, and submits reports on learning resources
HRDD Chief	Submits reports relative to FD's KRAs
PAU/ICTU	Assists in the preparation of the report considering the milestones of the Regional Office, organizes materials and contents of AAR, and assists in the design and layout of the reports
FTAD	Submits reports relative to FD's KRAs
Administrative Division	Provides reports on basic education resources such as profile of teachers and other personnel
FD	Submits reports relative to FD's KRAs

Enclosure 3 to RM No. _____, s. 2023

MINIMUM CONTENTS OF THE 2022 ANNUAL ACCOMPLISHMENT REPORT

Suggested Theme: Learning Recovery Amidst and Beyond the Pandemic

Page limit: 30-60 pages

Cover

Vision, Mission, and Core Values

Our Mandate

Message/Foreword

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Key Officials

Enclosure 4 to RM No. _____, s. 2023

**TEMPLATE FOR THE NATIONAL AND INTERNATIONAL
AWARDS/RECOGNITIONS RECEIVED CY 2022**
(Regional Functional Divisions and Schools Division Offices)

Title of the National or International Award/Recognition	Title of the Activity	Date Received	Award-giving Body

**CONTENTS OF THE FEATURE ARTICLE ON BANNER
PROJECTS/INNOVATIONS/INITIATIVES IMPLEMENTED CY 2022**
(Regional Functional Divisions)

- Purpose statement/mandate of the RFD
- Description or background of the banner projects, innovations, or initiatives implemented
- Activities conducted
- Significant impact
- Ways forward

CONTENTS OF THE FEATURE ARTICLE ON LEARNING RECOVERY INITIATIVES
(Schools Division Offices)

- Description of the division learning recovery banner project/s
- Description or background of the support innovations, or initiatives implemented
- Activities conducted
- Significant impact
- Ways forward

HIGHLIGHTS OF ACCOMPLISHMENTS PER KRA CY 2022
(Regional Functional Divisions)

KRAs	KRA Statement	<i>Significant accomplishments introduced</i>
1		
2		
3		
4	Unit Performance	