



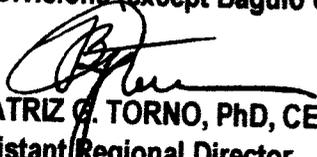
Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION

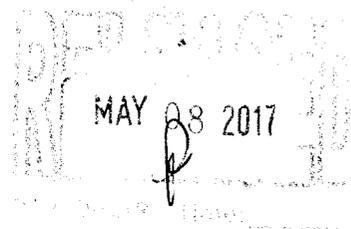
Wangal, La Trinidad, Benguet, 2601
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Regional Memorandum
No. 135-2017

To: Schools Division Superintendents
Chiefs, Curriculum and Implementation Division
All Divisions (except Baguio City)

From: 
BEATRIZ C. TORNO, PhD, CESO IV
Assistant Regional Director
Officer In-charge - Office of the Regional Director



Subject: Submission of Accomplishment Report on the Utilization of FY 2015 and 2016
Support Funds for Multigrade Schools

Date: May 5, 2017

1. Pursuant to DepEd Order No. 64, s. 2016 or the Guidelines on the Utilization of the 2015 and 2016 Financial Support for Multigrade Schools, it would be gleaned that a total amount of *eighteen million one hundred fifty thousand (PhP18,150,000.00)* was released to the Division Offices in CY 2016 to be used for the printing and production of teaching and learning materials especially developed for multigrade classes. Likewise, part of the amount would have been used to orient and train teachers on the effective utilization of the said materials.
2. In view of this undertaking, this Office requests all the Schools Division Offices of Abra, Apayao, Benguet, Ifugao, Kalinga, Mountain Province, and Tabuk City through their respective Multigrade Education Coordinators, to submit the accomplishment report following the format attached in Enclosure No. 1 on or before **June 9, 2017**.
3. Reports may be sent through electronic mail via clmd.depedcar@gmail.com or may be personally submitted through the Regional Records Section (Attention: Curriculum and Learning Management Division)
4. Immediate dissemination of and strict compliance to this Memorandum is directed.

Contact Numbers (Area Code: 074):

Office of the Regional Director 422-1318
Fax 422-4074
Office of the ARD **CLMD/EMF/cib** 422-9590
ICT Unit 422-1318
Public Affairs Unit 422-1318
Legal Unit 423-2214

Administrative Division 422-1804
Cash Section 423-2215
Payroll Section 424-3993
Records Section 423-2213
Supply Section 422-2198
General Services Unit 422-1804

CLMD 422-7096
LRMDS 422-0615
ESSD 423-2218
Finance Division 422-5155
FTAD 424-5187

HRDD 422-9590
NEAP-R 422-5500
PPRD 422-9590
QuAD 422-5187
COA 422-7434

Enclosure No. 1

SUGGESTED OUTLINE FOR THE PREPARATION OF THE NARRATIVE ACCOMPLISHMENT REPORT ON THE UTILIZATION OF THE FY 2015 AND 2016 SUPPORT FUND FOR MULTIGRADE SCHOOLS

- I. Introduction
- II. Goal and Objectives
- III. Highlights of the Activity
 - A. Training activity successes (factors/causes)
 - B. Training activity points for improvement (factors)
- IV. Lessons Learned
- V. Suggestions and Recommendations
- VI. Appendices:
 - A. Physical and
 - B. Financial Report

**Suggested Template (for physical and financial report):*

DIVISION	COMPONENTS	DATE OF ACCOMPLISHMENT	PERFORMANCE INDICATOR	PHYSICAL		FINANCIAL		REMARKS
				TARGET	ACCOMPLISHMENT	TARGET	ACTUAL	
	1. Reproduction of Materials		No. of materials printed and distributed (specify materials)			*indicate total amount downloaded		
	2. Capability Building (orientation/ seminar)		No. of teachers trained					

Prepared by:

Date: _____

APPROVED:

Schools Division Superintendent/authorized representative

Date: _____