



Republic of the Philippines
Department of Education
Region VI - Western Visayas
SCHOOLS DIVISION OF CAPIZ

October 5, 2022



DIVISION MEMORANDUM

No. 390 s. 2022

**SUBMISSION OF THE 2022 ANNUAL ACCOMPLISHMENT REPORT
OF PRIVATE SCHOOLS**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Curriculum Implementation Division
School Governance and Operations Division
Education Program Supervisors
Public Schools District Supervisors/ OIC of the Districts
Private Elementary and Secondary Schools
All Others Concerned

1. In compliance with Regional Memorandum No. 757 s. 2022 dated October 3, 2022 titled **"Guidelines on the Preparation and Submission of the 2022 Annual Accomplishment Report of Private Schools"**, this office requests the submission of the said report **on or before October 24, 2022** for the preparation of the Division consolidated Report.
2. Immediate dissemination of and compliance with this Memorandum are desired.


MIGUEL MAC/D. APOSIN EdD, CESO V
Schools Division Superintendent 



Address: Banica, Roxas City
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Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS

REGIONAL MEMORANDUM

No. 759 s. 2022

OCT 03 2022

**GUIDELINES ON THE PREPARATION AND SUBMISSION OF THE
2022 ANNUAL ACCOMPLISHMENT REPORT OF PRIVATE SCHOOLS**

To: Assistant Regional Director
Schools Division Superintendents
All Others Concerned

1. This Office requires the submission of the 2022 Annual Accomplishment Report of Private Schools, for accounting of performance of the private schools in SY 2021 – 2022.
2. The Private Schools' Accomplishment Report shall comprise of the following parts:
 - I. Background
 - II. Key Officials/ Organizational Structure
 - III. Profile
 - IV. Highlights and Accomplishments for the School Year 2021 – 2022
 - V. Pictures
 - VI. Other Private School Related Activities
 - VII. Office Directory
3. The Private Schools shall submit their Accomplishment Reports for School Year 2021 – 2022 to their respective School Division Offices on or before **October 24, 2022** and to be consolidated by the SDO Private School Focal Person.
4. The SDO Private School Focal Person shall submit the SDO Annual Accomplishment Report of Private Schools to the Regional Office, through the Quality Assurance Division, In-Charge of the Private Schools, on or before **October 31, 2022**.
5. Reports shall be submitted in:
 - a. Hard Copy – via Liaison Officer or via courier
 - b. Soft copy – send to region6.qad@deped.gov.ph
6. Immediate dissemination of and compliance with this Memorandum are desired.

RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl: 1

Reference: None

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

PRIVATE SCHOOLS GUIDELINES REPORTS

Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS

Enclosure No. 1

**TEMPLATE OF THE ANNUAL ACCOMPLISHMENT REPORT
OF PRIVATE SCHOOLS**

I. Background

This area presents/discusses the purpose of the accomplishment report. It will also give a preview of what is expected of the contents. It must be brief and concise. It will also present a theme to differentiate this year's performance from the years before it.

II. Key Officials/ Organizational Structure

III. Profile

A. No. of Private Schools

A.1.

Level	School Year 2020-2021				
	Recognized	Renewed	New Permit	Closed	Total
Kinder					
Elementary					
JHS					
SHS					

A.2.

Level	School Year 2020-2021				
	Recognized	Renewed	New Permit	Closed	Total
Kinder					
Elementary					
JHS					
SHS					

B. Number of Learners

Level	School Year 2020-2021			School year 2021-2022		
	Male	Female	Total	Male	Female	Total
Kinder						
Elementary						
JHS						
SHS						

C. Number of Teachers

Level	School Year 2020-2021			School year 2021-2022		
	Male	Female	Total	Male	Female	Total
Kinder						
Elementary						

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JHS						
SHS						

IV. Highlights and Accomplishments for the School Year 2021 – 2022

A. Awards/Winnings/Recognition Received

This section will showcase the SDOs notable accomplishments namely the achievements of students and teachers. (Please report only winnings on competitions by Division, Provincial, Regional, National, and International).

A.1. Learners

Category	Name of Student	Title of Award/ Rank	Event or Award-giving Body
International			
National			
Region			
Division			

A.2. Teachers

Category	Name of Student	Title of Award/ Rank	Event or Award-giving Body
International			
National			
Region			
Division			

B. Best Practices in the implementation of the Alternative Learning Modality

Name of School	Alternative Learning Modality	Technical Assistance provided by the SDO

V. Pictures

This section shows photo stories or collage of the activities undertaken by the office. Each picture or group of pictures must have a caption in a paragraph which will include the following information:

- A. Name of the Activity captured in the picture
- B. Place and date; where and when the activity was undertaken
- C. Important people involved
- D. If the activity is a competition, give the name of the winners



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VI. Other Private School Related Activities

This area includes pictures of giving TA, validation, and conduct of meetings and conferences with Private School representatives.

VII. Office Directory

This section will show the address, telephone, mobile number, email addresses, and website/URL of the office.