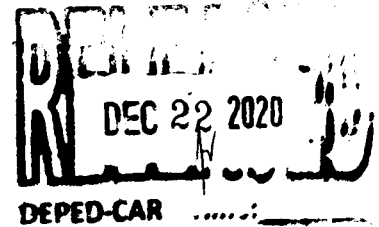




Republic of the Philippines
Department of Education
Cordillera Administrative Region



December 21, 2020

Regional Memorandum
No. 412 2020

**SUBMISSION OF YEAR-END ACCOMPLISHMENT REPORT OF
DIVISION INFORMATION OFFICERS**

To: All Schools Division Superintendents
All Division Information Officers
Others Concerned

1. As the communication arm of this Office, the Public Affairs Unit continuously collaborate with Division Information Officers to ensure continuous information dissemination, advocacy, and provision of relevant news on education to stakeholders.
2. As part of the Office's initiatives to strengthen communication strategies as well as to provide appropriate communication interventions next year, all Division Information Officers are requested to send their 2020 accomplishment report on or before December 29, 2020 thru email address **cyrillegaye.miranda@deped.gov.ph**.
3. See attached Enclosure 1 for the report format.
4. For further queries, you may contact Mr. Georaloy I. Palao-ay at (074) 422-1318 and email address **georaloy.palaoay@deped.gov.ph**
5. Immediate dissemination of and compliance with this Memorandum is desired.


ESTELA L. CARIÑO EdD, CESO III
Director IV/Regional Director

Enclosure 1 as stated.

ORD/PAU/güp/cbm



Address: Wangal, La Trinidad, Benguet, 2601
Telephone No: (074) 422 – 1318 | Fax No.: (074) 422-4074
Website: www.depedcar.ph | Email Address: car@deped.gov.ph



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Enclosure 1 to RM No. 412.2020

Report Format:

Schools Division Office: _____

Communication Initiatives/Projects/Programs	Description/Objectives	Timeline	Ways Forward	Remarks
1.				
2.				

Prepared by:

Approved:

Division Information Officer

Schools Division Superintendent