



Republic of the Philippines  
**Department of Education**  
 Region V  
**SCHOOLS DIVISION OF SORSOGON**

February 8, 2022

**DIVISION MEMORANDUM**

No. 21 s. 2022

**PREPARATION AND SUBMISSION OF ANNUAL ACCOMPLISHMENT  
 REPORT (AAR) FOR CALENDAR YEAR 2021**

TO: Assistant Schools Division Superintendent  
 Chief Education Program Supervisors, CID and SGOD  
 Education Program Supervisors and Division Coordinators  
 Public Schools District Supervisors/ OIC-PSDSs  
 Functional Area Heads/ Personnel

1. In compliance with the Regional Memorandum No. 8 s. 2022, and in the continuous pursuit of improving access and quality of basic education services through data-driven decision-making, a Division Annual Accomplishment Report (AAR) for CY 2021 shall be prepared and submitted not later than March 15, 2021.
2. To ensure the submission of a complete, comprehensive, and quality-assured AAR for CY 2021, this Office hereby creates the CY 2021 AAR Committee with the following structure:

Chairperson:	Jose L. Doncillo, CESO V	SDS
Co-chair:	Bernie C. Despabiladero, EdD	ASDS
Lead Members:	Florencio P. Bermundo Rolando F. Embile	Chief ES, SGOD Chief ES, CID
Members:	Rex T. Barbin Valentina E. Hugo Albert C. Perez Belardo G. Hadap, Jr. Roman B. Jebulan Ma. Esperanza G. Espigol Johny J. So Bernadette R. Bedis Gina Q. Tarog Jerry G. Firmanes	EPS, SGOD AO V – Finance AO IV – Supply SDMO III SEPS, PRS PO III, PRS EPS-II, ALS SEPS, HRTD PSDS EPS, Math



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700 .  
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 Website: [depedsorsogon.com.ph](http://depedsorsogon.com.ph)




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3. All personnel involved in the preparation of the AAR CY 2021 are allowed to render overtime (OT) services during weekdays, weekends and holidays when necessary to meet the timeline, subject to the existing guidelines.

4. All reports for consolidation shall be submitted in both hard and soft copies with the following specifications:

Paper size	A4
Left Margin	1.5 inches
Top, Bottom, Right Margins	1.0 inch
Font	Arial
Heading/ Title Font Size	14-16
Body text font size	11-12
Captions (for tables, figures, photos, etc.)	Arial Narrow, size 10, italic
Spacing	1pt (normal)
Overall color scheme (for figures, charts, etc.)	 Blue (from SDO Logo)

5. The SEPS for Planning and Research (email: [roman.jebulan@deped.gov.ph](mailto:roman.jebulan@deped.gov.ph)) shall consolidate the reports, in both hard and soft copies.

6. A template on the accomplishment for the Programs and Projects Implemented for SY 2021-2022 and the list of needed data with their corresponding unit/ section/ personnel in-charge are hereto attached for guidance and strict compliance of all concerned.

  
**JOSE L. DONCILLO, CESO V**  
Schools Division Superintendent



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OUTLINE

1. BASIC EDUCATION PERFORMANCE

SGOD-PRS

- **PERFORMANCE INDICATORS IN PUBLIC ELEMENTARY & SECONDARY SCHOOLS** (Targets vs Accomplishment - SY 2019-2020 to SY 2021-2022)
  - a. 3-Year GER & NER
  - b. 3-Year Participation Rate
  - c. 3-Year Transition Rate
  - d. 3-Year Cohort-Survival Rate
  - e. 3-Year Completion Rate
  - f. 3-Year Drop-Out Rate/School Leaver Rate
  - g. 3-Year Graduation Rate
  - h. 3-Year Repetition Rate
  - i. 3-Year Promotion Rate
  - j. 3-Year Retention Rate
- **EFFICIENCY INDICATORS** (SY 2017-2022 Targets, Comparative Data and Analysis of Results)
  - a. Cohort-Survival Rate
  - b. Completion Rate
  - c. School Leavers and Drop- out Rate
- **KINDERGARTEN EDUCATION PROGRAM** (SY 2019-2020 to SY 2021-2022)
  - a. 3-Year Comparative Report on Enrolment in Public Kindergarten Schools
  - b. 3-Year Comparative Report on Enrolment in Private Kindergarten Schools
  - c. No. of Public Kindergarten Schools, Teaching and Non-Teaching Personnel
  - d. No. of Private Kindergarten Schools, Teaching and Non-Teaching Personnel
- **ELEMENTARY EDUCATION PROGRAM** (SY 2019-2020 to SY 2021-2022)
  - a. 3-Year Comparative Report on Enrolment in Public Elementary Schools
  - b. 3-Year Comparative Report on Enrolment in Private Elementary Schools
  - c. No. of Public Elementary Schools, Teaching and Non-Teaching Personnel
  - d. No. of Private Elementary Schools, Teaching and Non-Teaching Personnel
- **JUNIOR HIGH SCHOOL PROGRAM** (SY 2019-2020 to SY 2021-2022)
  - a. 3-Year Comparative Report on Enrolment in Public Secondary Schools
  - b. 3-Year Comparative Report on Enrolment in Private Secondary Schools
  - c. No. of Public High Schools, Teaching and Non-Teaching Personnel
  - d. No. of Private High Schools, Teaching and Non-Teaching Personnel
- **SENIOR HIGH SCHOOL PROGRAM** (SY 2019-2020 to SY 2021-2022)
  - a. 3-Year Comparative Report on Enrolment in Grade 10 (Completers) and Grade 11 and 12 in Public Secondary Schools
  - b. 3-Year Comparative Report on Grade 10 and Grade 11 and 12 in Private Secondary Schools No. of Public High Schools, Teaching and Non-Teaching Personnel
  - c. No. of Public Senior High Schools, Teaching and Non-Teaching Personnel
  - d. No. of Private Senior High Schools, Teaching and Non-Teaching Personnel



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- SGOD-PRS** {
- e. Public Senior High Schools Curriculum Offerings (Tracks, Strands and Specializations)
  - f. Private Senior High Schools Curriculum Offerings (Tracks, Strands and Specializations)

- CID - ALS** {
- **ALTERNATIVE LEARNING SYSTEM (SY 2019-2020 to SY 2021-2022)**
    - a. 3-Year Comparative Enrolment and Completers in Basic Literacy Program (BLP)
    - b. 3-Year Comparative Result of Accreditation & Equivalency Test Takers/Passers
    - c. Number of takers and % of passers of A&E for the last 3 years
    - d. Functional Literacy Rate

- SGOD-PRS** {
- Segmentation of Learners – (Number of Muslims, IPs, Regular Class, TECHVOC (Sec), ALS)
  - Segregation by Age (Participation Rate is based on age bracket eg. 6-11)
  - Number of Children of School age outside of the school system (Graph, Comparative data, Analysis/ Possible attributes/reasons why they are not in school)
  - Number of Schools established
  - Number of incomplete/Complete Schools
  - Number of Multi-grade schools and Mono-grade Schools
  - List of Barangays without Elementary Schools (Identify if feeder barangay/s to a nearby school)
  - List of Municipalities without Secondary Schools within the Poblacion

**IMPROVING QUALITY AND EFFICIENCY OF THE SYSTEM (by LEGISLATIVE DISTRICTS)**

- CID** {
- NAT/LAPG/SREA – Comparative (3 years) by grade/year level – SY 2019-2020 to SY 2021-2022
  - NAT Results by School/District (Grade 3, 6 & Year IV)
  - 3-Year Grade 3 NAT Results, Ranked by School
  - 3-Year Grade 3 NAT Results, By Subject Areas
  - Comparative Increase/Decrease of NAT of Grade 3
  - 3-Year Grade 6 NAT Results, Ranked by School
  - 3-Year Grade 6 NAT Results, By Subject Areas
  - Comparative Increase/Decrease of NAT of Grade 6
  - 3-Year NAT Results of Year IV, Ranked by School
  - 3-Year NAT Results of Year IV, By Subject Areas
  - Comparative Increase/Decrease of NAT of Year IV

\*\*Only those School Years with conducted NAT

- SGOD - HNS** {
- **NUTRITIONAL STATUS OF PUPILS/STUDENTS IN BICOL**
    - a. 3-Year Elementary Baseline and Endline Comparison of Nutritional Status, Wasted and Severely Wasted Pupils and Enrolment, Number of Pupils Weighed
    - b. 3-Year Elementary Baseline and Endline Comparison of Normal, Overweight and Obese Pupils
    - c. 3-Year Secondary Baseline and Endline Comparison of Nutritional Status, Wasted and Severely Wasted Students and Enrolment, Number of Students Weighed
    - d. 3-Year Secondary Baseline and Endline Comparison of Normal, Overweight and Obese Students



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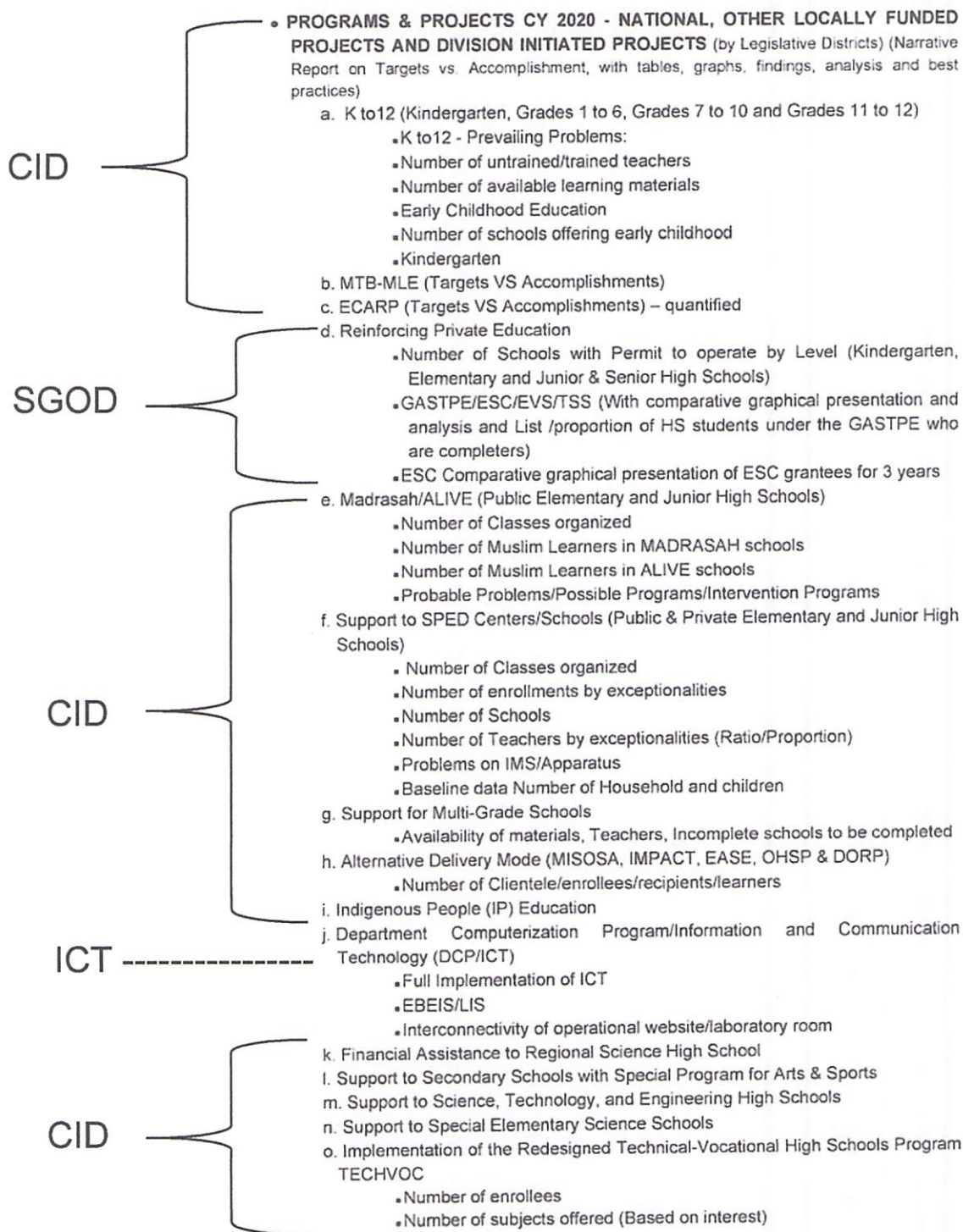
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- CID**
- Number of passers/NC holders
  - p. Retooling of Teachers and Education Managers
    - Number of trained /untrained Teachers (Improvement of performance in NAT)
    - Number of trained and untrained School Managers
  - q. Reviewing the role of Assessment (Teacher/Pupils/Students/School/ Outcomes/Attitude/Performance)
  - r. School Based Management
  - s. Research & Development System
  - t. School Health and Nutrition Program/School-Based Feeding Program
  - u. Community of Practice (CoPs)
  - v. Gulayan sa Paaralan
    - Impact of the project, Number of schools who participated/implemented, schools with feeding program and presence of malnourished children.
  - w. 4Ps Number of recipients by grade/ levels, increase/decrease/which has greater number of 4 Ps

- SGOD**
- x. Learning Equity and Accountability Program Support (LEAPS)
    - Early Language on Literacy and Numeracy (ELLN)
    - School Based Management (SBM)
    - School Improvement Plan/School Report Card (SIP)
    - Result Performance-Based Management System (RPMS)
    - School Partnership Grant 7

\*\*\*\*\*Please include those programs not in the list but implemented in your division

- CID**
- **UPDATE/STATUS ON THE IMPLEMENTATION OF THE FOLLOWING** (Targets vs. Accomplishments Performance with tables, graphs and analysis)
    - a. K TO 12 PROGRAM (Grades 1 to 6 and Grades 7 to 12)
    - b. SENIOR HIGH SCHOOL (By Batch of Graduates)
  - **DIVISION GAD ACCOMPLISHMENT REPORT CY 2021**
  - **INTERNATIONAL, NATIONAL, REGIONAL & DIVISION COMPETITION WINNERS**

**3. GOVERNANCE**

- BUDGET**
- **FINANCIAL ACCOMPLISHMENT /BUDGET UTILIZATION**
    - a. Approved Budget FY 2021
    - b. Proposed vs. Approved Budget for FY 2021

- SGOD-PRS**
- **CLOSING THE GAPS** (Targets vs. Accomplishment Performance)
    - f. Learning Resources
      - a. Teacher Items
        - Teacher-Pupil Ratio (Number of Volunteer Teachers, locally funded, Multi-grade
        - Classes – teacher need using enrolment projection)
      - b. Classroom
        - Classroom-Pupil/Student Ratio
        - 3-Year Comparative Classrooms Data in the Division
        - Number of Classrooms constructed/Rehabilitated /Repaired (Science Laboratory, Multi-media, H.E. Industrial Arts Rooms (School /Division Implemented, DPWH Implemented

- SGOD - EFS**
- Classroom-Pupil/Student Ratio
  - 3-Year Comparative Classrooms Data in the Division
  - Number of Classrooms constructed/Rehabilitated /Repaired (Science Laboratory, Multi-media, H.E. Industrial Arts Rooms (School /Division Implemented, DPWH Implemented



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SGOD - EFS — {  
c. Classrooms Needed  
d. Furniture/Seats Needed  
e. WATSAN (Number of facilities and the prevailing ratio)

SUPPLY — {  
f. Textbook (Number of Available Textbooks)  
• Textbook Ratio by Subject  
• 3-Year Comparative Textbook Data in the Division

LEGAL — {  
g. School Sites  
• Number of Schools with documents of ownership of school site under the name of the school or deed of usufruct.  
• Number of Schools with Program for acquisition, for titling and surveying

SGOD-PRS — { **LIMITED NUMBER OF PICTURES/DOCUMENTATION**  
➤ Statistical table  
➤ Division officials  
➤ Acronyms



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**PREPARATION AND PROJECTS IMPLEMENTED FOR SY 2021-2022**  
**(Foreign and Locally Funded/ Assisted)**

A.	Name of Project	
B.	Beneficiaries	Learners Teachers Divisions EPS Schools
C.	Actual Number of Beneficiaries	
D.	Date/s of Implementation	
E.	Project Coverage	
F.	Program and Project Objectives	
G.	Project Cost	
H.	Project Duration	
I.	Project Components	
J.	Project Description	
K.	Expected Outputs/Deliverables	
L.	Implementation Issues/ Gaps	
M.	Recommendation/s	
N.	Focal Person/ Designation	

Prepared/ Submitted by:

\_\_\_\_\_

Noted:

\_\_\_\_\_

Chief



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