



Republic of the Philippines  
**Department of Education**

REGION I

SCHOOLS DIVISION OFFICE DAGUPAN CITY



**Office of the Schools Division  
Superintendent**

**DIVISION MEMORANDUM**

No. 467, s. 2023

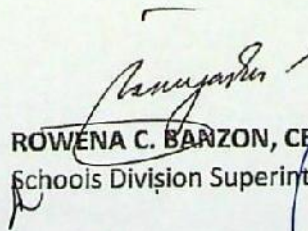
TO: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisor  
Senior Education Program Specialists  
Unit/Section Heads  
All Others Concerned

FROM: Office of the Schools Division Superintendent

DATE: December 27, 2023

SUBJECT: **Submission of 2023 Annual Report**

1. Annual Report provides a glimpse of the accomplishment of the Schools Division Office vis-à-vis the programs, projects and activities. This serve as significant reference on how the SDO has performed during the previous year.
2. All Unit/Section Heads, Education Program Supervisor, Senior Education Program Specialist and Program Owners are requested to submit your 2023 Annual Report for your respective subjects/areas/programs and projects on or before January 12, 2024.
3. Please submit the FY2023 Annual Report to the SGOD – Planning & Research Unit through email: [joann.iimenez001@deped.gov.ph](mailto:joann.iimenez001@deped.gov.ph)
4. For information and strict compliance.

  
ROWENA C. BARZON, CESO V  
Schools Division Superintendent