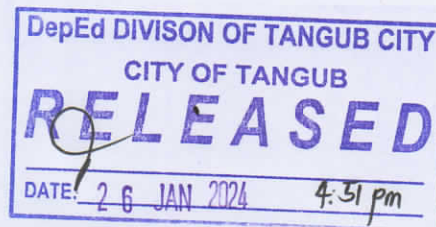




Republic of the Philippines  
**Department of Education**  
Region X  
**SCHOOLS DIVISION OF TANGUB CITY**



January 18, 2024


**OFFICE MEMORANDUM**

No. 02, s. 2024

**SUBMISSION OF WEEKLY ACCOMPLISHMENT**

**To:** Assistant Schools Division Superintendent  
CID and SGOD Chief Education Program Supervisors  
Education Program Supervisors  
Public Schools District In- Charge  
Section Heads  
This Division

1. As part of our ongoing efforts to streamline our office functions, this Office reminds of the weekly accomplishment submission requirements from the Office of the Curriculum Implementation Division (CID), School Governance and Operations Division (SGOD), and Office of the Schools Division Superintendent (OSDS).
2. All respective offices/sections are requested to submit their accomplishments in the Admin Office with supporting documents every Monday before 12 noon to ensure a comprehensive overview of ongoing initiatives and progress on every duty and function per position.
3. Your cooperation and commitment will contribute to organizational productivity relative to key result areas prescribed by DepEd.
4. Immediate dissemination of this Memorandum is highly desired.

  
**SHAMBAEH A. ABANTAS-USMAN, PhD, CESO VI**  
Schools Division Superintendent



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