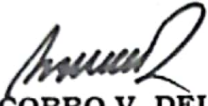


Republic of the Philippines  
**Department of Education**  
REGION V - BICOL  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

**UNNUMBERED MEMORANDUM**  
OSDS-PER-UM-10-02-23/MLVU

TO : **ASSISTANT SCHOOLS DIVISION SUPERINTENDENT  
CHIEF EDUCATION SUPERVISORS  
EDUCATION PROGRAM SUPERVISORS  
UNIT/SECTION HEADS  
ALL OTHERS CONCERNED**

FROM :   
**SOCORRO V. DELA ROSA**  
Schools Division Superintendent

DATE : October 2, 2023

SUBJECT : **SUBMISSION OF APPROVED ACTIVITY PROPOSALS AND  
COMPLETION REPORTS FOR CY 2023**

1. In connection with the Regional Memorandum No. 417, s. 2023 re: **GENDER AND DEVELOPMENT INSTITUTIONAL AUDIT**, all Program Owners are hereby advised to submit copy of their approved activity proposals and completion reports based on the Office's Work and Financial Plan for CY 2023 on or before **October 12, 2023** at the Human Resource Management Office.
2. The said approved activity proposals and completion reports will be subjected to Harmonized Gender and Development Guidelines (HGDG) Audit in preparation for the submission of the data to the Central Office and bases for CY 2023 GAD accomplishment Report.
3. For information, dissemination, and compliance.

MLVU/SUBMISSION OF APPROVED ACTIVITY PROPOSALS AND COMPLETION REPORTS FOR CY 2023  
0086/October 2, 2023



San Roque, Virac, Catanduanes

052-8114063

catanduanes@deped.gov.ph

www.depedrocatanduanes.com / www.catanduanes.deped.gov.ph