

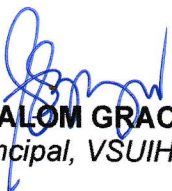


ACCOMPLISHMENT REPORT

NOVEMBER 2021

1. Spearhead in the Planning of the Proposed Implementation of Limited Face-to-Face Classes for VSUIHS SY 2022 – 2023.
2. Supervised in the Implementation of OP Memo Circular No. 101 s. 2021. Arranged the Enhanced Alternative Work Arrangements for VSUIHS Faculty and Staff.
3. Facilitated and supervised the conduct of different IHS activities.
4. Conducted a monthly faculty meeting with all IHS faculty members.
5. Facilitated and supervised the faculty in the conduct of classes (online and modular).
6. Supervised and monitor the faculty and staff on work-from-home arrangement ensuring their outputs and accomplishments.
7. Supervised and monitored IHS Advisers and Coordinators in the INC status of students.
8. Attended meetings and trainings conducted by the College and University.
9. Attended a meeting/workshop conducted by DepEd.
10. Attended the Coordination meeting for Project Proposal "Spatial Analysis of SHS in Region VIII".
11. Facilitated and coordinated the conduct of DCST Students for Internship at VSUIHS.
12. Submitted documents (forms) required by Department of Education.
13. Complied and submitted pertinent documents to requesting offices.
14. Reviewed and signed TOS and Course Syllabus.
15. Supervised IHS Faculty in the Implementation of University/School Activities.
16. Supervised the renovation projects of the IHS (Math and Science Building Re-Wiring, Repairs, and Maintenance of school buildings).
17. Facilitated and supervised in various students' concerns and issues.
18. Signed and approved pertinent documents of faculty, staff, and students (DTR, Accomplishment Report, Form 137, Good Moral, others).
19. Facilitate and Signed IPCR Accomplishments (July – December 2021)
20. Facilitated and supervised the faculty and students in complying INC's SY 2020-2021.
21. Submitted the VSUIHS Enhanced Alternative Work Arrangement.

Submitted by:


SHALOM GRACE C. SUGANO
Principal, VSUIHS

Recommending Approval:

BAYRON S. BARREDO

Dean, College of Education

Approved:

BEATRIZ S. BELONIAS

VP, Academic Affairs