

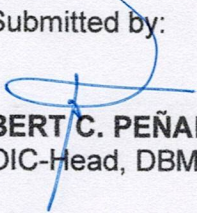


## ACCOMPLISHMENT REPORT

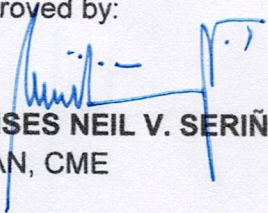
April 1-30, 2022

1. Assisted student academic advisees.
2. Conducted virtual meetings and consultations for EDP advisees.
3. Checked and reviewed Enterprise Development Project (EDP) proposal
4. Conducted Midterm exams
5. Prepared learning materials and conducted classes, checked tasks requirements
6. Conducted screening interviews in preparation for the SEAMEO TVET exchange student program.
7. Reviewed BS Entrepreneurship program.
8. Conducted Faculty and Staff consultations
9. Participated in various meetings organized by the university
10. Prepared and submitted documents for AACUP requirements.
11. Checked and approved Special Problem (SP) for MM students.
12. Reviewed and prepared ISO docs
13. Managed the overall department operations and made solutions to problems encountered.

Submitted by:

  
**BERT C. PEÑALOSA**  
OIC-Head, DBM

Approved by:

  
**MOISES NEIL V. SERIÑO**  
DEAN, CME