



ACCOMPLISHMENT REPORT

October 1-31,2021

Name: Jude Nonie A. Sales
Designation: Head (CAC)
Unit: Culture and the Arts Center

ACCOMPLISHMENT

1. Evaluated First Batch of Bachelor of Culture and the Arts Education students' internship for Semester 1 of AY 2021-2022
2. Supervised the review and revision of documents for ISO Audit.
3. Invited and served as Paper Evaluator for Davao del Sur College and Davao Del Norte College First Research Symposium
4. Supervised the preparation of office documents and signed papers for approval, e.g. salary, liquidation, reports, etc.
5. Supervised and managed the daily upkeep and operations of the CAC office.
6. Participated in various virtual meetings organized by various centers and departments of the university.

Submitted by:

JUDE NONIE A. SALES
Head, CAC

Approved:

EDGARDO E. TULIN
President