



## ACCOMPLISHMENT REPORT

April  
S.Y. 2021-2022

This is to certify that the undersigned **CHARIS B. LIMBO** has accomplished and delivered the following outputs:

- Supervised the operation of the unit
- Conducted Faculty and Staff Meetings
- Attended the Graduate Tracer's Study Meeting
- Signed application for leave form and clearances
- Signed DTRs of the Part-time Instructors
- Signed DTRs and payroll of the JOs
- Deployed the IHK student teachers
- Prepared the Area II Parameter E documents
- Entertained student's query and conducted a consultation
- Prepared the Institutional Portfolio Parameter E for the Institutional Accreditation
- Conducted an IHK Faculty Meeting
- Prepared the proposal for the IHK Basketball Tournament for the Victims of TS Agaton
- Submitted the accomplishment report for March
- Attended the VSU Anniversary Celebration Committee chairpersons meeting
- Attended the sports science lecture conducted by the Philippine Sports Commission
- Attended the College of Education Executive Committee Meeting
- Attended and participated in the PATHFit Zonal Orientation
- Attended the VFES meeting for the proposed renewal of the VFES contract with VSU as a laboratory school of the College of Education
- Conducted class observation to the IHK student teachers
- Prepared the proposal for the IHK community outreach program
- Supervised the IHK community outreach program
- Planned the run for a cause activity for the VSU Anniversary
- Planned the activities for the IHK Anniversary
- Prepared notices of meeting
- Supervised the IHK Extension Project at Brgy. Guadalupe
- Attended the CMC meeting
- Prepared and posted the CMC early warning team report of the TS Agaton

Submitted by:

**CHARIS B. LIMBO**  
Director, IHK

Noted:

**BAYRON S. BARREDO**  
Dean, College of Education

Approved:

**BEATRIZ S. BELONIAS**  
Vice-Pres. for Academic Affairs