



## ACCOMPLISHMENT REPORT

August 1-31, 2022

1. Attended webinars, face to face/virtual meetings of the university;
2. Signed payrolls, clearance, voucher, purchase request, communications and other documents;
3. Conducted meetings among faculty and staff on matters of academic, research and extension concern of DA;
4. Provided academic services to undergraduate and graduate students;
5. Attended the CAFS BSA Curriculum Workshop (face to face) based on CMO 23;
6. Submitted the Revised Curriculum for BSA major in Agronomy;
7. Review Master for the LEA Review on Sustainable Crop Production;
8. Performed other administrative/supervisory functions.

Submitted by:

**RUTH O. ESCASINAS**

Head, Department of Agronomy

Recommending Approval:

**VICTOR B. ASIO**

Dean, CAFS

**BEATRIZ S. BELONIAS**

VP for Academic Affairs