

Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON AT KULTURA
(DEPARTMENT OF EDUCATION AND CULTURE)
Maynila

June 6, 1978

DEPARTMENT MEMORANDUM
No. 157 s. 1978

SUBMISSION OF REPORTS ON SOCIO-ECONOMIC PROJECTS

To: Bureau Directors
Regional Directors
Chiefs of Services and Heads of Units
Coordinator, State Colleges and Universities
Schools Superintendents

1. As requested in Department Memorandum No. 176 s. 1975, quarterly reports on the implementation of socio-economic projects within each region or within the administrative jurisdiction of school officials concerned should be submitted to the Planning Service, DEC.
2. In this connection, the inclosed revised form is provided for gathering field data. Good pictures on the progress of implementation of socio-agro-industrial projects should accompany the reports, for record purposes.
3. As agreed upon at the meeting of assistant regional directors held at the PS Conference Room on March 11, 1977, the following schedule on the submission of quarterly reports for the calendar year will be observed:
 - a. Due 2nd week of last month of the quarter at the District Office/Institution.
 - b. Due 3rd week of last month of the quarter at the Division Office.
 - c. Due last week of last month of the quarter at the Regional Office.
 - d. Due second week of the beginning of the next quarter at the Planning Service, DEC.

4. Other existing projects under the administrative supervision of regional directors or other school officials, which are not indicated in the inclosure to Department Memorandum No. 176, s. 1975 should also be reported to the Planning Service, DEC.

5. The continued cooperation of all concerned is requested.

(SGE.) JUAN L. MANUEL
Secretary of Education and Culture

Incl.:
As stated

Reference:
Department Memorandum: (No. 176, s. 1975)

Allotment: 1-2-3-4--(D.O. 1-76)

To be indicated in the Perpetual Index
under the following subjects:

✓ PROJECTS
REPORTS
; RULES AND REGULATIONS

Inlosure to Department Memorandum No. 157, s. 1978)

Region _____
 Provincial/City Division _____
 District/Institutes _____

Agency _____

Title of Project	FUNDING			ACCOMPLISHMENT	
	Total Cost of Project	Amount Released	%	Programmed ²	Actual ³

- 1 Amount released for the quarter.
- 2 Project activities that have been planned or targeted for the quarter.
- 3 Projects activities that have been actually accomplished during the quarter.