



OFFICE OF THE PROVINCIAL GOVERNOR

Memorandum Order No. 20-447

Series of 2020

TO : ALL DEPARTMENTS, PGO-DIVISIONS, AND DISTRICT HOSPITALS
OF THE PROVINCIAL GOVERNMENT
This Province

SUBJECT : SUBMISSION AND REPORTING OF ANNUAL ACCOMPLISHMENT
REPORTS

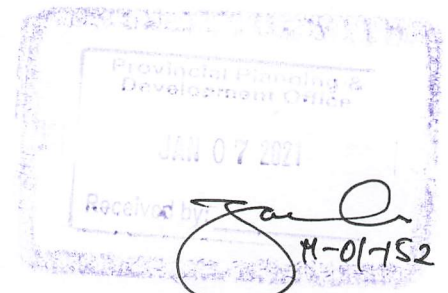
In the exigency of public service and in the desire to promote transparency, the Provincial Government of Surigao del Norte will once again prepare its annual accomplishment report for 2020. In this regard, you are requested to prepare and submit your **narrative annual accomplishment report** with pictures of the activities you have undertaken, highlighting the accomplishments of your programs and projects vis-à-vis your targets for the year. Aside from the narrative report, provide as well the summarized information of your accomplishments following the format of the sample matrices attached herein.

Your narrative report will form part of the provincial output which will be submitted to the NEDA and the DILG. Further, the summary of your accomplishments will be presented to the undersigned this **January 4, 2021**, for the upcoming revisiting of our programs and projects, and target setting.

Your assigned personnel may submit the softcopy and hardcopy of your report to the Provincial Planning & Development Office, or you may also email the softcopy of the narrative report to ppdosurigao@gmail.com cc: alpresasppdo@yahoo.com, on or before December 21, 2020 to give the office ample time for the consolidation of the Provincial Annual Accomplishment Report.

For your strict compliance.


ATTY. FRANCISCO T. MATUGAS
Provincial Governor



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