



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF CALOOCAN CITY
CAMARIN ELEMENTARY SCHOOL
AREA A, BRGY. 175, CAMARIN, CALOOCAN CITY

Office of the Principal

SCHOOL MEMORANDUM

NO. 46s. 2025

DATE : JUNE 23, 2025

TO : ALL TEACHING AND NON-TEACHING PERSONNEL

SUBJECT : Submission Schedule for Supervisory and Accomplishment Plans, and Intervention Write-Ups

This is to inform and remind everyone of the standard submission schedule for supervisory and accomplishment plans, as well as the upcoming deadline for intervention write-ups for all subjects for Academic Year 2025–2026.

1. Supervisory Plans

- **Submission Deadline:** Every **3rd Monday of the month**, for the **succeeding month**.
- **Example:** Supervisory Plan for **August** must be submitted by **July 21, 2025**.

2. Accomplishment Reports (AR)

- **Submission Deadline:** Every **1st Monday of the following month**.
- **Example:** AR for **July** must be submitted by **August 4, 2025**.

3. Intervention Write-Ups for All Subjects (AY 2025–2026)

- **Submission Deadline:** **July 11, 2025**

Please adhere strictly to these deadlines to ensure smooth documentation and monitoring of academic activities. Your cooperation and timely compliance are highly appreciated.

For any clarifications, feel free to reach out the undersigned.


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