October 26, 2021

SCHOOL MEMORANDUM
NO. 099 s.2021

To: School and Subject Coordinator
    Master Teachers
    Grade Leaders
    Advisers

TIMELINE ON THE UPDATES OF IMPLEMENTATION AND SUBMISSION OF REPORTS OF PROGRAMS, PROJECTS, AND ACTIVITIES IN THE BASIC EDUCATION LEARNING CONTINUITY OPERATIONAL PLAN (BELCOP), SY 2021-2022

1. In respond to School Memorandum No. 092 s.2021, this office announces the timeline on the updates of implementation and submission of Reports of Programs, Project, Activities in the Basic Education Learning Continuity Plan (BELCOP), SY 2021-2022.

2. This activity aims to:
   • Track the status of BELCOP programs, projects and activities;
   • Update the accomplishment in the programs and projects;
   • Encourage all concerned to provide feedback mechanism for analysis on the result.
   • Provide technical assistance in the implementation.

3. Attached is Enclosure No. 1 for BELCOP timeline

4. For information and guidance.

DIANALYN A. PALAGANAS PhD
Principal II
SCHOOL MEMORANDUM NO. 099 s.2021
Enclosure No. 1

<table>
<thead>
<tr>
<th>Document to be submitted</th>
<th>Time of submission</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Memorandum</td>
<td>Monthly</td>
</tr>
<tr>
<td>Minutes of the meeting</td>
<td>Monthly</td>
</tr>
<tr>
<td>Accomplishment Report</td>
<td>Monthly</td>
</tr>
<tr>
<td>Photos of Documentation</td>
<td>Monthly</td>
</tr>
<tr>
<td>Narrative Report</td>
<td>Quarterly</td>
</tr>
</tbody>
</table>