

SUMMARY DAILY ACCOMPLISHMENT REPORT

June 1-15, 2024

June 1, 2024

- Assisted the team for the preparation on the event

June 2, 2024

- DAYOFF

June 3, 2024

- Attended meetings for the preparation for PBBM visit.

June 4, 2024

- Supervised the team for the event (HeadStart Graduation)

June 5, 2024

- Supervised the team for the repairs and renovation of Ka Fuerte complex.

June 6, 2024

- Polishing set ups for the June 7 event.

June 7, 2024

- Supervised and monitor the team on their assignment to maintain the cleanliness.

June 8 - 9, 2024

- DAYOFF

June 10, 2024

- Supervised team in restoring the set up inside the Ka Fuerte.

June 11, 2024

- Assisted ocular visits and team huddle.

June 12, 2024

- Meeting with Ms. Jane for the staff schedules.

June 13, 2024

- Assisted the team in setting up the venue and attended Meeting via zoom with DOST.

June 14, 2024

- Supervised the team on the 1st day of the event.

June 15, 2024

- Supervised the team on the 2nd day of the event.

JEFFREY M. ORADA

MS. MARIA NARNIE N. PELONIO

Executive Assistant V | OIC- Fuerte CamSur Sport Complex