**OFFICE/UNIT/DEPARTMENT**

**\_\_\_\_\_\_\_\_\_\_\_ MONTHLY /QUARTER/ YEAR END ACCOMPLISHMENT REPORT**

**UNIT:**

**MFO:**

**SECTORAL GOAL:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **SECTORAL OBJECTIVES** | **PROJECT(S)/****PROGRAM(S)/****ACTIVITY(IES)** | **STRATEGIES** | **PERFORMANCE** **INDICATOR** | **TARGETS** |  | **GAPS TO CONSIDER** | **RESPONSIBLE UNIT** |
| **Annual Target** | **Actual Date** | **Highlight of Accomplishment** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

Prepared by: Noted: