



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
MINISTRY OF SCIENCE AND TECHNOLOGY
Bangsamoro Government Center, Cotabato City



MEMORANDUM ORDER No. 018
Series of 2024

TO : ALL PROVINCIAL AND CITY SCIENCE AND TECHNOLOGY CENTERS (PSTCs and CSTC)
This Ministry

SUBJECT : SUBMISSION OF QUARTERLY PHYSICAL AND NARRATIVE REPORTS


DATE : 13 February 2024 | 03 Sha'ban 1445

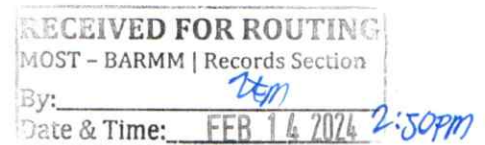
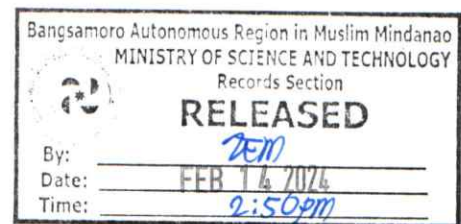
To facilitate operational monitoring of the programs, projects, and activities conducted in the areas of BARMM by the Ministry, all PSTCs are hereby directed to submit Quarterly Physical and Narrative Reports every 5th day of the succeeding month of a quarter (i.e. 1st Quarter report should be submitted on April 5, 2024).

Please use the prescribed template attached herein. Submit your reports addressed to the Minister through the Office of the Bangsamoro Director General and send soft copies to most_obdg@gmail.com. Please be guided accordingly.

This order shall take effect on February 28, 2024, until revoked by the undersigned.

For strict compliance.


ENGR. AIDA M. SILONGAN, MAPDS
Minister





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_____ Quarter Physical Report

Name of Office (PSTC/CSTC): _____

Programs/Projects/Activities	Performance Indicators	Target (a)				Total	Accomplishment (b)				% Accomplished	Variance (c) a-b=c	Remarks
		Q1	Q2	Q3	Q4		Q1	Q2	Q3	Q4			

Prepared by:



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_____ Quarter Narrative Report

Name of Office (PSTC/CSTC): _____

Programs/Projects/ Activities	Title of Activity <i>(including date, venue, photos)</i>	Highlights <i>(concise details of the activity)</i>

Prepared by:
