



Republika ng Pilipinas
KAGAWARAN NG KATARUNGAN
Department of Justice
Manila

VNA-DC-9L16-_____

DEPARTMENT CIRCULAR No. 065

To : **All Programs and Projects in the DOJ Proper**
Subject : **Conduct of Year-End Assessment**
Date : **DEC 09 2016**

In the interest of the service and pursuant to the Department's mission towards the effective, efficient and equitable administration of justice, heads of offices in the DOJ proper are directed to conduct Year-End Assessment to prepare and/or consolidate, the following:

1. Accomplishment Reports for 2016;
2. Work and Financial Plan for 2017; and
3. Inventory of property, plant, equipment for procurement or disposal.

All officials are also directed to orient themselves and their employees of new issuances which will be scheduled for full implementation starting 1 January 2017.

Please be guided accordingly.


VITALIANO N. AGUIRRE II
Secretary

Department of Justice
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