

Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
Upper Session Road Extension, Baguio City
Tel. No.: 446-0275 Fax: (074) 442-7819



DEPED DIVISION OF BAGUIO CITY

JAN 16 2016

RELEASED

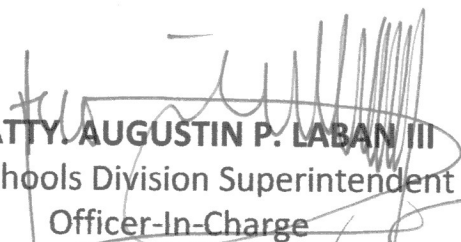
DIVISION MEMORANDUM

No. 421 s. 2016

**Data Gathering Tool for Quarterly Regional Monitoring, Evaluation
and Adjustment (RMEA)**

To : Public Schools District Supervisor
Public Elementary and Secondary School Heads
Others Concern

1. In line with the Fourth Quarter Regional Monitoring, Evaluation and Adjustment (RMEA) Conference, the schools the requested to accomplish the attached template for easier consolidation.
2. Kindly download the said template @ www.deped.pines.com.
3. Please submit the said report on or before January 6, 2017 at Planning and Research Section.
4. Immediate and wide dissemination of this memorandum is desired.


ATTY. AUGUSTIN P. LABAN III
Schools Division Superintendent
Officer-In-Charge

DATA GATHERING TOOL FOR QUARTERLY RMEA
 _____ Quarter, CY _____

 Name of Schools Division

Note: Write "NA" in the space if the data is not applicable and "None" if data is not available

I) OUTCOME I- ACCESS

A) No. of Schools in the Schools Divisions (3rd Quarter of the CY) C/O PLANNING SECTION

Type of School	Complete Elementary (K to G6)			Incomplete Elementary				TOTAL
	Mono-grade	Multi-grade	Sub Total	Primary Complete (K to G4)	Primary Incomplete	Primary Multi-Grade	Sub Total	
PUBLIC								
PRIVATE								
TOTAL								

B) Early Registration and Enrolment

Table B.1. Early Registration (1st Quarter)

Grade Level	Regular			Regular			With Special Needs			4P's Beneficiaries		
	M	F	T	M	F	T	M	F	T	M	F	T
Kinder												
Grade 1												
Grade 7												
Grade 11												
Total												

Table B.2. School Age Enrolment (3rd quarter and 4th quarter) C/O PLANNING SECTION

Type of School	Regular Classes/Sections									Total		
	Kindergarten			G1-G6			G7-G10			M	F	T
	M	F	T	M	F	T	M	F	T			
Private												
Public												

Table B.3. Non-School Age Enrolment (3rd quarter and 4th quarter) C/O PLANNING SECTION

Type of School	Regular Classes/Sections									Total		
	Kindergarten			G1-G6			G7-G10			M	F	T
	M	F	T	M	F	T	M	F	T			
Private												
Public												

Table B.4. Alternative Learning System (ALS) Enrolment (All Quarters)

	DepEd Delivered (MT,DALSC,RT)	DepEd Procured (BP-OSA,LSDS,LSCS,LV,Abot-Alam)	DepEd Partner (LGUs, GOs, NGOs)	Total
No. of ALS Learners				
No. of ALS Registrants				
No. of ALS (A&E) Takers				

II) OUTCOME 2- QUALITY AND RELEVANCE

Table A.1. Graduation rate (GR), Moving up and National Certificate (NC) received by Students (3rd Q)

Type of School	Grade 6		Grade 10		No. of NC Holders	
	# of enrollees	# of completers	# of enrollees	# of completers	NC 1	NC 2
Public						
Private						
Total						

Type Test	No. of Schools by Performance											
	Poor (1-25%)			Lower Average(26-50%)			Upper Average (51-75%)			Superior (76-100%)		
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
NAT 6 (7)												
NAT 9 (10)												
LAPG												

Table B. ALS completers and passers

	DepEd Delivered (MT,DALSC,RT)	DepEd Procured (BP-OSA,LSDS,LSCS,LV,Abot-Alam)	DepEd Partner (LGUs, GOs, NGOs)	Total
No. of ALS Completers				
No. of ALS (A&E) Passers				

Table C. Number of Failures in Public School for the _____ Grading Period (All Quarters)

Grade Level	Filipino	English	Science	Mathematics	TLE	MAPEH	Aral. Pan	E.P
Kinder								
Grade 1								
Grade 2								
Grade 3								
Grade 4								
Grade 5								
Grade 6								
Grade 7								
Grade 8								
Grade 9								
Grade 10								
Grade 11								

Table D. PARDO, SARDO and Dropout (All Quarters) – all quarters

Grade Level	PARDOs				Dropout Elementary				SARDOs				Dropout Secondary				
	M	F	T	%	M	F	T	%	M	F	T	%	M	F	T	%	
Kinder																	
Grade 1																	
Grade 2																	
Grade 3																	
Grade 4																	
Grade 5																	
Grade 6																	
Grade 7																	
Grade 8																	
Grade 9																	
Grade 10																	
Grade 11																	

Table E. Causes of Failures and Dropouts (All Quarters) – all quarters

Causes of Failures and Dropouts	Number of Schools		Total	MOVs to qualify causes e.g. medical cert., police blotter/report, etc.
	Elementary	Secondary		
Community related				
- No/Ordinance not implemented				
- Others (specify)				
School related				
- Teacher/ school personnel				
- Classroom				
- Others (specify)				
Peer related				
Family related				
Health related				

Child abuse				
Others				

**Table F.1. Number of Instructional Materials Developed (Cumulative to date of reporting)- all quarters
C/O LRMDs**

Type of IM	Number of IM Developed
Small Books	
Big Books	
SIM	
Other IMs	
Total	

Please attach specifications of IMs following the format below:

Title of IM/Project	Type of IM (e.g. Big book, activity sheet, etc.)	Level of Submission to Review Committee (check)			
		School	District	Division	Region

Table F.2. Contextualized, Quality assured and Utilized Learning Resources (Cumulative to date)- all quarters

Title/Subject Area/Grade level (e.g. Filipino 1, EP 7, etc.)	Type of IM (e.g. Big book, activity sheet, etc.)	Status (write quantity under each level)			
		Contextualized	Quality Assured	Utilized by the proponent	Utilized by other schools or Districts

Table G. Researches (cumulative to date)- all quarters C/O PLANNING & RESEARCH SECTION

Title of Research	Type of Research (e.g. Basic, Action, etc.)	Status			
		Proposal Approved	Started Implementation	Implemented but no PCR yet	Completion report submitted

Table H. ICT Status (cumulative to date of reporting)- all quarters C/O ICT

H.1. Internet Connectivity

No. of Elementary Schools		No. of Secondary Schools		Remarks
Internet Connectivity	With No	Internet Connectivity	With No	

H.2. Number of Functional DCP Package C/O ICT

DCP Batch	Number of Functional DCP Package
Batch 24	
Batch 26	
Batch 27	
Batch 28	
Batch 29	
Batch 30	
Batch 31	
Batch 32	
Batch 33	

H.3. Number of functional ICT equipment for schools (Non-DCP)

Types of Computer	Source				
	LGU/SEF	PTA	Private Donations	Other Government Agencies	Others
Desktop					
Laptop/Netbook					
Projectors					
Thin Client (Specify No. of Thin Client and (Non-DCP))					

Types of Computer	Source				
	LGU/SEF	PTA	Private Donations	Other Government Agencies	Others
Desktop					
Laptop/Netbook					
Projectors					
Thin Client (Specify No. of Thin Client and Host PC)					

Table I. Physical facilities. No. of schools with available functional Physical facilities (cumulative to date of reporting) – all quarters

Description	Elementary		Secondary	
	Permanent	Makeshift/Temporary	Permanent	Makeshift/Temporary
1. Academic Classrooms				
2. Laboratory Rooms				
a. Science laboratory				
b. Computer Laboratory				
c. Home Economics laboratory				
d. Industrial Arts laboratory				
e. Agricultural Arts laboratory				
f. Fisheries laboratory				
3. Audio-visual room				
4. Faculty room				
5. Principal's office				
6. Library				
7. Clinic				
9. Canteen				
10. Comfort rooms				
Male: Urinals				
Bowls				
Female: Urinals				
Bowls				
11. Water Supply Source				
Piped from local service provider				
Water well/shallow				
Natural source (spring)				
Rain catchment				
Other source/s				
12. Furniture:	Good Condition	Needs Repair	Good Condition	Needs repair
Arm chairs				
Desks				
Teachers table				
Laboratory/library tables				
Laboratory/library chairs/stools				
Laboratory/library cabinets/shelves				

Table J. Health and Nutrition Programs (cumulative to date of reporting) – all quarters C/O MEDICAL SEC.

PPAs	Target	Actual	% of Accomplishment
1. Health concerns integrated in SIP/AIP	All schools		
2. No. of T/NTP undergone Annual Examination	All Personnel		
3. No. of pupils/students physically assessed	K- Grade 12		
4. No. of pupils/students dewormed	K- Grade 12		
5. No. of pupils undergone vision screening	K- G3		
6. No. of pupils/students vaccinated	Grades 1 & 7		
MR			

11. Presence of sanitary waste and garbage disposal	All schools		
12. Operation and maintenance of sanitation facilities			
14. Presence of the ff: a. Data on Pupils' Health status b. Teaching/NTP Health Status	All schools		

Table K. No. of Teachers teaching subject/s which are not their specialization/major (for JHS and SHS) All Q

Regular permanent	LGU paid	NGO	Other employment status	Total

III) OUTCOME 3-GOVERNANCE OF BASIC EDUCATION

Table A. SBM Implementation (All quarters) C/O SMME

No Schools with the ff:	Elem	Sec		
School Report Card				
SIP				
AIP				
SBM Level				
- Developing				
- Maturing				
- Advanced				
SLAC				
School to school partnership				
SGCs				
PTA				
Council of Elders				
No of TA provided				
1. w/ TA Plan				
2. w/o TA Plan				

Table B. Policies (Please attach copies of policies.) - All quarters

Number of Policies Contextualized	Number of Policies Recommended

Table C.1. Significant Accomplishments, facilitating Factors and Lessons Learned (All quarters)

Significant Accomplishment	Facilitating factors	Lessons learned

Table C.2. Hindering factors, ICGPs and Proposed Interventions (all quarters)

Hindering Factors	ICGPs	Proposed Interventions

Table D. Significant Recognitions and Awards Received by School, School Organizations, Individual Personnel and Learners (received within the reporting quarter)- All quarters

Level	Nature/Title of Award/Recognitions	Recipient of the Award	Date Received	Venue	Sponsoring Office/agency
Division					
Regional					
National					

Table E. Partnerships and Linkages – All quarters

Donations and Utilization (please attach detailed report following the format below)

	Number of Donors	Number of Recipient Schools	Total Amount (approximate value for in kind)
Cash			
Kind			

Cash

Donor	Recipient	Amount	Date Received	Purpose	Documentation (e.g. MOA, Acknowledgement receipt, etc.)

Kind

Donor	Item/Description of Donation	Date Received	Purpose	Documentation e.g. MOA, Acknowledgement receipt, etc.)

Table F. Number of Resolutions, MOA/MOU, Project proposals submitted (All quarters)

Nature of Request letter/resolution/proposal	Partner Agency	Action Taken	Remarks

Table G. Division INSET Conducted for Teaching and Non-Teaching Personnel including GAD activities. (All Q)

Title of Training	Date	Venue	No. of Participants	Sponsoring Agency

Table H. Number of Promoted Personnel (All quarters) C/O HRMO

Natural Vacancy	Nature of Promotion		Total
	Reclassification	Equivalent Record Form (ERF) (Teacher 1-3)	

Table I. Deployment of Teaching, Teaching-related and Non-Teaching Personnel (All quarters)

I.1. New Extension Positions Elementary and JHS C/O HRMO

	Allocation				Filled				Unfilled				Remarks	
	T-1	HT	SP	NT	T-1	HT	SP	NT	T-1	HT	SP	NT		
Elem														
Sec.														
Total														

T1- Teacher 1, HT- Head Teacher, SP- School Principal, NT- Non Teaching

J.2. New Extension Positions- Senior High School C/O HRMO

Allocation						Filled						Unfilled						Remarks
T1-3	MT 1&2	ASP	SP	NT	SN2	T1-3	MT 1&2	ASP	SP	NT	SN2	T1-3	MT 1&2	ASP	SP	NT	SN2	

T1-3-Teacher 1-3, MT1&2- Master Teacher 1&2, ASP- Asst. School Principal, SP- School Principal
NT- Non Teaching SN2- School Nurse 2

J.3. Unfilled Natural Vacancies (Vacated due to promotion, retirement, resignation, death, dismissal and other forms of separation from service) C/O HRMO

Cluster of Positions	No. of Vacant Positions (Quantity)	Remarks/status
Teaching positions (T1-3 & MT 1-2)		
Head Teacher 1-6		
School Principal 1-4		
Public Schools District Supervisor (PSDS)		
Education Program Supervisor (EPS)		
Chief Education Supervisor (CES)		
Non-Teaching positions		
TOTAL		

Table K. IPED Roadmap Accomplishment (All quarters)

No. of Target activities for the Quarter	Actual accomplishment for the quarter	% of accomplishment	Remarks

Table L. Resource Support- C/O ACCOUNTING SECTION

I.1. Status of MOOE Downloading and Liquidation as of _____

Particulars	Amount	Percentage
MOOE ALLOCATION		
A. Annual MOOE Allocation for Downloading	XXX	%
B. Additional MOOE Allocation for downloading during the quarter	XXX	%
C. Adjusted MOOE for Downloading (A+B)	XXX	100%
D. MOOE Downloaded to date (last quarter)	XXX	% (D/C)
E. MOOE Downloaded this quarter	XXX	% (E/C)
F. Total MOOE Downloaded to date this quarter (D+E)	XXX	% (F/C)
LIQUIDATION STATUS		
G. Liquidation to date, last quarter (January to last reporting quarter)	XXX	% (G/C)
H. Liquidation this quarter	XXX	% (H/C)
I. Liquidation to date this quarter (G+H)	XXX	% (I/C)
NUMBER OF SCHOOLS:		
90% to 100% Liquidation (Excellent)	XX	%
75% to 89% Liquidation (Above Average)	XX	%
50% to 74% Liquidation (Average)	XX	%
49% and Below Liquidation (Slow)	XX	%
TOTAL		100%

Reasons for High Liquidation:

Reasons for slow Liquidation:

Recommendation:

I.2. Consolidated Status of Allotment and Obligations as of _____

Allotment Class	Total Adjusted Allotment to Date	Total Obligations Incurred to Date Last quarter	Percentage	Obligations Incurred this Quarter	Percentage	Obligations Incurred to date this Quarter	Percentage
(A)	(B)	(C)	D (C/B))	(E)	(F(D/B))	(G(C+E))	(H(G/B))

Reasons for Slow Obligations Incurred:

Reasons for High Obligations Incurred:

Recommendations:

Definition of Terms:

A. Allotment Class:
-PS, MOOE, CO

B. Total Adjusted Allotment to Date

Includes total annual allotment per CAA including sub-allotments received from Central and

- C. Total Obligations incurred to date
 - Represent obligations incurred from the beginning of the year up to the last reporting quarter
- D. Obligation incurred this quarter
 - Obligations incurred during the current quarter to be reported
- E. Obligations Incurred to date this quarter
 - Obligations incurred from the beginning of the year up to the current reporting quarter.

Table J. No. of Administrative and Criminal Case/s filed against DepEd Personnel in other Courts/agencies other than DepEd or CSC (All quarters)

Nature of case	Court/Agency the case was filed e.g MTC, Ombudsman, etc.	Recent Status/Progress

QAD/DMG/cdbjr.