



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
#82 Military Cut-off Road, Baguio City



OFFICE MEMORANDUM
No. 140, s. 2018

**CONDUCT OF THE 2018 FIRST QUARTER DIVISION MONITORING,
EVALUATION AND ADJUSTMENT (DMEA) CONFERENCE**

To : Division Chiefs
District Supervisors
Unit and Section Heads
All Others Concerned


1. Subsequent to DsMEA, the conduct of the 2018 First Quarter DMEA shall be on **April 24, 2018, 8 a.m. to 5 p.m.** at the Division Training Center.
2. The objectives of the conference are the following:
 - a. Review, gather and document issues and concerns in the implementation of the 2018 First Quarter Programs, Projects and Activities.
 - b. Present issues and probable recommendations.
3. The following is the composition of Division Monitoring and Evaluation Team (DMET):

Chairperson : Arthur Tiongán, SGOD Chief
Members

: SEPS M&E
: EPS II-M&E
: Planning Officer
: 10 District Supervisors
: ALS & LRMS Supervisors
: Administrative Officer V
: Unit and Section Heads

Consultant : Soraya T. Faculo, PhD, ASDS

4. Immediate dissemination of this Memorandum is desired.


FEDERICO P. MARTIN, EdD, CEEd, CESO V
Schools Division Superintendent



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PROGRAM MATRIX
SDO Training Center
April 24, 2018

Time	Activities	Person-in-charge
8:00-8:30 a.m.	Registration	SMME
8:30-9:00 a.m.	Opening Program	
9:00-12:00 nn.	A. Presentation of Consolidated DsMEA Reports	District Supervisors
	B. Presentation of Reports	<ul style="list-style-type: none">• ALS & LRMDS Supervisors• Unit and Section Heads
12:00-1:00 p.m.	Lunch break	
1:00-3:00 p.m.	Synthesis	Sharon Castillo
3:00-5:00 p.m.	Recommendations	Soraya T. Faculo, PhD, ASDS, DMEA Consultant
	Closing Remarks	Federico P. Martin, EdE, CEEd, CESO V, SDS