



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY

06, October, 2021

DIVISION MEMORANDUM
No. 261, s. 2021

CONDUCT OF 3rd QUARTER CY 2021 DIVISION MONITORING, EVALUATION AND ADJUSTMENT (DMEA)

To: Office of the Schools Division Superintendent
Curriculum Implementation Division
School Governance and Operating Division
All Others Concerned

1. Online and faced to face DMEA shall be conducted on **October 18, 2021 (Tuesday), 8:30-3:00 pm**. The link for the webinar shall be posted at the Covid-19 Task Force group chat a day before the activity.
2. The objectives of the conference are the following:
 - a. To assess physical accomplishments of the division vis à-vis targets as indicated in the DAIP, WFP and other operational plans;
 - b. To identify strengths, challenges, issues and concerns affecting the implementation of the different PPAs.
2. The presentation of monitoring reports of PPAs will be done per Functional Division (FD). Refer to Enclosure No. 3 of this memorandum for the template.
3. Send to this link the ppt presentation of your PPAs <https://tinyurl.com/DMEADROPPING>
4. Face to face participants listed below must strictly comply with protocols on social distancing and implement precautionary measures consistent with the IATF health protocols.

5. Program Matrix

Time	Activity	Person Responsible
8:30 -8: 45 am	<ul style="list-style-type: none">• Checking of Attendance• Nationalistic Song• Opening Prayer• Opening Remarks	SMME Unit Arthur Tiongán SGOD Chief

8:45-9:00 am	Statement of purpose/objectives	SMME
9:00-10:00 am	Presentation of Enrollment, LIS, BEIS, BAR/ BED PPAs of SGOD Division (EF, SHN, HRD, PR, SMME, SOCMOB, YF	SGOD-SEPS/EPS II, Section Heads
10:00-11:00 am	Consolidated PPAs of PSDSs, ALS,	Juliet Sannad CID Chief
11:00-12:00 nn	PPAs of EPS	EPS/Program owners
LUNCH BREAK		
1:00 pm-2:00 pm	Budget Performance & status of PPAs	Budget Unit Belen Tomin
	Status of PPAs for Disbursement	Accounting Unit Lilibeth Degsi
2:00 pm-: 3:00 PM	PPAs of Legal Unit, Personnel, ICT, Supply, Cashier, Records, BAC	OSDS Division/program owners
	Closing Remarks	FEDERICO P. MARTIN, EdD, CESO V School Division Superintendent

6. Participants are the following:

	No. of participants	Face to face/online	Virtual/online
			67 School heads and 11 Asst. School Heads
SDO Core group	9	SDS, ASDS, CID, SGOD Chiefs, SGOD- EPS	
CID Supervisors	20	PSDS's/EPS	
Unit and Section Heads	15	CID, OSDS, SGOD Unit/section Heads/program owners	
Technical Support	6	ICT Unit	
Total	50		

7. Immediate dissemination of this memorandum is desired.

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



"DepEd SDO Baguio City: We Serve, We Care."

Address: 82 Military Cut-off Road, Baguio City
Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: depedbagniocity@gmail.com
Website: www.depedpincs.com | Facebook Page: facebook.com/DepEdTayoBaguioCity



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