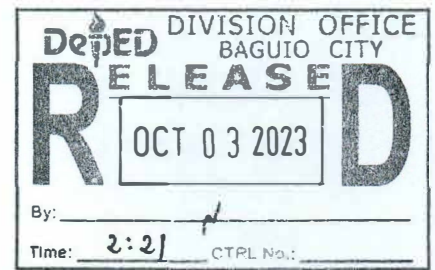




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OFFICE OF BAGUIO CITY



October 2, 2023

DIVISION MEMORANDUM
No. **390-2023**

**CONDUCT OF QUARTERLY DIVISION MONITORING, EVALUATION,
ADJUSTMENT AND TECHNICAL ASSISTANCE FOR THE THIRD
QUARTER**

TO: Chief of SGOD and CID
PSDS, EPS, Section Heads/Unit Heads
All Others Concerned

1. Pursuant to the regular conduct of the Quarterly Regional Monitoring, Evaluation and Adjustment (RMEA) and the submission of Quarterly DMEA Report, schools and districts are directed to conduct Monitoring, Evaluation, and Adjustment aligned with the office targets.
2. The objectives of the activity are the following:
 - a. to improve of the delivery of Projects, Programs, and Activities in the school, district, and division level,
 - b. to develop technical assistance plan for DsMEA and SMEA, and
 - c. to increase the participation of male and female stakeholders in the monitoring and implementation of PPAs.
3. Relative thereto, this office requires the three functional divisions to conduct the Pre-DMEA at least **one week** before the scheduled quarterly DMEA for accurate and systematic reporting of Quarterly DMEA Accomplishment.
4. The schedule for the third quarter DMEA for CY 2023 will be on **October 18, 2023** from 8:30AM-5:00PM.
5. The participants to the said activity are the following:

Participants	Number
SDS	1
ASDS	1
CID Chief	1
EPS-SGOD	1
PSDS	7





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EPS	9
Section Heads/ Unit Heads	15
ICT	2
SGOD and CID ADAS	2
Support Staff	5
Budget and Finance Staff	2
ALS	2
MEP Focal Person	1
SBFP Focal Person	1
TOTAL	50

6. Immediate dissemination of this Memorandum is desired.

SORAYA T. FACULO PhD, CESO VI
OIC- Schools Division Superintendent 

