



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



March 25, 2026

DIVISION MEMORANDUM

No. 218-2026

**ONLINE MEETING ON THE PROGRAM MONITORING DASHBOARD:
WORKFLOW, ROLES, AND RESPONSIBILITIES OF FOCAL PERSONS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Education Program Supervisors
OSDS and SGOD Section Heads
Program Focal Persons
Division Supply Officer
All Others Concerned

1. An online meeting is scheduled on March 27, 2026, at 10:00 AM.
2. The meeting shall define the dashboard workflow, clarify the roles and responsibilities of focal persons and related offices, and identify implementation bottlenecks to be captured in the system.
3. The Program Monitoring Dashboard is intended to function as a data collection, reporting, and decision-support platform to help ensure that funded programs are properly implemented, well monitored, and that gaps are promptly identified and addressed using reliable program data.
4. Participation in this meeting is required for all concerned to ensure that the dashboard and its workflow accurately reflect actual implementation processes and accountabilities.
5. Zoom Meeting ID: 819 3793 1314 Passcode: 6b8LGM
6. All concerned are requested to attend and to comply with the schedule of this online meeting.

SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent