



Republic of the Philippines
DEPARTMENT OF EDUCATION
Negros Island Region

SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division
Capital Area, Dumaguete City

www.depednegor.net

negros.oriental@deped.gov.ph

SGOD Office (035) 225 - 6180

October 9, 2017

TRAVEL ORDER
NO. 012, s. 2017

TO : DR. RACHEL B. PICARDAL
SGOD CHIEF

MR. DENNIS CHARL F. ANDALAJAO
SEPS, M&E

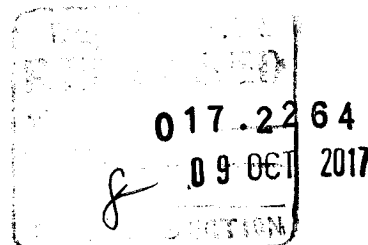
MRS. REGINA CLARINA E. EMPESO
EPS, M&E

OFFICE : SGOD, Division of Negros Oriental

PURPOSE : To attend as observer to the REGIONAL MONITORING, EVALUATION AND ADJUSTMENT (RMEA) FOR THE THIRD QUARTER OF CY 2017 AND FIRST QUARTER SY 2017-2018

DATE OF TRAVEL : October 20, 2017

VENUE/PLACE : ECOTECH CENTER, SUDLON, LAHUG., CEBU CITY



ALLOWED/CHARGED TO: (REGIONAL HRTD/DIVISION MOOE funds, subject to the accounting and auditing rules and regulations)

☒ **X** : Transportation/per diem and other incidental expenses (Division MOOE Funds)

☒ **X** : Food, Board and Lodging (Regional HRTD Funds)

Note: For details of the activity, see attached Memorandum.

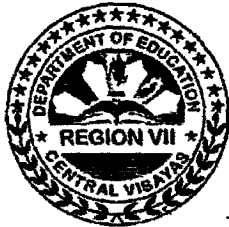
For: **SALUSTIANO T. JIMENEZ, CESO VI**
OIC-Office of the Assistant Regional Director
Concurrent Schools Division Superintendent

10/9/17

SGOD
LTC/amp



MA'AM RACHEL



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



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REGIONAL MEMORANDUM

No. **0705** s. 2017

CORRIGENDUM AND ADDENDUM TO REGIONAL MEMORANDUM No. 518, s. 2017
REGIONAL MONITORING, EVALUATION AND ADJUSTMENT (RMEA)
FOR THE THIRD QUARTER OF CY 2017 AND FIRST QUARTER SY 2017-2018

To: Schools Division/City Superintendents
Regional Office Functional Division (RO-FD) Chiefs
SGOD and CID Chiefs
Heads of RO Sections/Units
Heads of SDO Sections/Units

1. This Office hereby informs the field of some changes of RMEA activities to be conducted for the 3rd Quarter of CY 2017 and 1st Quarter of SY 2017-2018, such as postponed schedules and additional activities, are shown on the table in Enclosure 1.
2. All the activities found in Enclosure 1 will be conducted at Ecotech Center, Lahug, Cebu City. If Ecotech Center is full on these indicated dates, the venue will be replaced by local hotels. If there are changes in the venue, you will be updated through Facebook Group **DMET DEPED RO7**.
3. The comprehensive scope of RMEA for SDO is presented in Enclosure 2.
4. The Division IT Officers, SEPS- and EPS II-M&E are directed to bring all their consolidated data in accordance to the scope mentioned in Enclosure 2.
5. The scope of RMEA for the Regional Office still includes the following: Accomplished Physical and Financial Outputs, Unaccomplished Physical and Financial Outputs, Value-Added Outputs, CIGPs, and Technical Assistance Provided to SDOs.
6. The QAD EPSs are reminded to follow up the SGOD-M&E of their assigned SDOs and Internal M&E Team of their assigned Ro-FDs/Sections to ensure that required M&E Reports are completed and available according to set schedule.
7. Expenses relative to the conduct of the QAD/QAD-led MEA activities, as shown in the tabular breakdown on the next page, are subject to the usual accounting rules and regulations.

DATE	ACTIVITY	EXPENSES	CHARGEABLE TO		
			RO- MOOE	RO- HRTD PSF	SDO- local funds
Oct. 16-17, 2017	Pre-RMEA for SDOs	Food and Accommodation of RO Participants	*		
		Food and Accommodation of SDO Participants		*	
		Travel and Other Incidental Expenses of SDO Participants			*
Oct. 18, 2017	Pre-RMEA for RO	Food of RO Participants	*		
		Accommodation of QAD Personnel	*		
Oct. 19, 2017	RMEA for RO	Food of RO Participants	*		
		Accommodation of QAD Personnel	*		
October 20, 2017	RMEA for SDOs	Food of RO Participants	*		
		Food and Accommodation of SDO Participants		*	
		Travel and Other Incidental Expenses of SDO Participants			*

8. Immediate and wide dissemination of and prompt compliance with this Memorandum is hereby directed.

Juliet A. Jeruta
JULIET A. JERUTA, Ph.D., CESO V
 Director III/OIC-Regional Director

JA/JFYA/LC/QAD/Modan Bayan

ENCLOSURE 1

ADJUSTED RMEA ACTIVITIES

ACTIVITIES		FINAL DATE	PARTICIPANTS
Additional	Pre-RMEA for SDOs	Oct. 16-17, 2017	Dr. Jandayan, Dr. Ronil Manayon (eMEA programmer), SEPS M&E, EPS II-M&E, and Division ITO of 13 SDOs and QAD EPSs
Original but postponed	Pre-RMEA for RO	Oct. 18, 2017	<ul style="list-style-type: none"> • ORD: Atty. Babatuan, Ms. Jagdon, Ms. Villarmia/Ms. Coca • Finance Division: Mr. Bautista, Mr. Jabol, Ms. Laurente, Ms. Salo, Mr. Tagoy • Administrative Division: Mr. Yntig, Ms. Cabantan, Dr. Sanchez, Ms. Micabani, Ms. Romo, Mr. Bujawe, and Mr. Santiago • QAD: Dr. Jandayan and all EPSs • FTAD: Dr. Apao, Mr. Villacampa, and Ms. Esmero • CLMD: Dr. Elnar, Ms. Ponce, Dr. Sabino, Mr. Restauero • HRDD: Dr. Apao, Mr. Borgonia, Mr. Pastor, Dr. Cabotaje • PPRD: Dr. Despojo, Dr. Tan, Mr. Ocado, Mr. Libre • ESSD: Dr. Jandayan, Dr. Ysulan, Engr. Guillen, Ms. Espos, Mr. Edar
	RMEA for RO	Oct. 19, 2017	RD, ARD, all participants in the Pre-RMEA for RO
	RMEA for SDOs	Oct. 20, 2017	<ul style="list-style-type: none"> • Regional Office (RO): <ul style="list-style-type: none"> • ORD: RD, ARD, Atty. Babatuan, Ms. Jagdon, Ms. Villarmia/Ms. Coca • Finance Division: Mr. Bautista, Mr. Jabol, Ms. Laurente, Ms. Salo • Administrative Division: Mr. Yntig, Ms. Cabantan, Dr. Sanchez, Ms. Micabani, Ms. Romo, Mr. Bujawe, • QAD: Dr. Jandayan and all EPSs • FTAD: Dr. Apao/Representative • CLMD: Dr. Elnar/Representative • HRDD: Dr. Apao/Representative • PPRD: Dr. Despojo/Representative • ESSD: Dr. Jandayan/Representative • 13 SDOs: SDSs, ASDs, CID Chiefs, SGOD Chiefs, SEPS-M&E, EOS II-M&E, and Dr. Ronil Manayon (eMEA Programmer) • 6 SDOs(NIR) as observers: SDS/ASDS, SGOD Chief, SEPS-M&E
	Post-RMEA	Nov. 6-7, 2017	<ul style="list-style-type: none"> • Dr. Jandayan, Dr. Ronil Manayon (eMEA programmer), SEPS M&E and EPS II-M&E of 13 SDOs and all QAD EPSs

ENCLOSURE 2

SCOPE OF RMEA FOR SDOs

SCOPE	AREA	Specific Scope of Monitoring and Evaluation (M&E)
1. Delivery of Basic Education Services	Access	<p>A. Quantitative M&E Report</p> <ul style="list-style-type: none"> • Status of Learners at-Risk of Dropping Out (LARDOs) • Status of Learners with Poor Nutrition (LPNs) • Status of the Provision of Learning Resources (CG, TG, LM) • Status of the Provision of Crucial Education Resources Like Teachers, School Heads, Classrooms, Seats (Desks and Armchairs) and Blackboards <p>B. Qualitative M&E Report</p> <ul style="list-style-type: none"> • Most Common and Crucial CIGPS (Concerns, Issues, Gaps, Problems) on Access • Most Promising Strategies (Practices/Programs/Projects/Policies) that Schools Implement to Resolve CIGPs on Access • Most Significant Change Stories to Support Promising Strategies (Programs/Projects) Implemented in Schools to Solve CIGPs on Access • Effective Technical Assistance that the PSDSs/DFTATs Provided to Schools to Solve Crucial CIGPs on Access • Technical Assistance Needed from the Regional Office to Solve Access CIGPs
	Quality	<p>A. Quantitative M&E Report</p> <ul style="list-style-type: none"> • Status of Learners with Reading Gaps (LRGs) • Status of Learners with Numeracy Gaps (LNGs) • Status of Learners with Quarterly Failures (LQFs) • Status of Teachers' Delivery of Learning Competencies • Status of the Learners' Mastery of Learning Competencies <p>B. Qualitative M&E Report</p> <ul style="list-style-type: none"> • Most Common and Crucial CIGPS on Quality • Most Promising Strategies (Practices/Programs/Projects/Policies) that Schools Implement to Resolve CIGPs on Quality • Most Significant Change Stories to Support Promising Strategies (Programs/Projects) Implemented in Schools to Solve CIGPs on Quality • Effective Technical Assistance that the PSDSs/DFTATs Provided to Schools to Solve Crucial CIGPs on Quality • Technical Assistance Needed from the Regional Office to Solve Quality CIGPs
	Governance	<p>A. Quantitative Report</p> <ul style="list-style-type: none"> • Average % of Physical and Financial Accomplishments on SIP-AIP Targets <ul style="list-style-type: none"> • Average % of Physical and Financial Accomplishment on Access Targets • Average % of Physical and Financial Accomplishment on Quality Targets • Average % of Physical and Financial Accomplishment on Governance Targets
1. Delivery of Basic Education Services	Governance	<p>B. Qualitative M&E Report</p> <ul style="list-style-type: none"> • Most Common and Crucial CIGPS on Governance • Promising Strategies (Practices/Programs/Projects/Policies) that School Heads Implement to Resolve CIGPs on Governance • Most Significant Change Stories to Support Promising Strategies (Programs/Projects) Implemented in Schools to Solve CIGPs on Governance • Effective Technical Assistance that the PSDSs/DFTATs Provided to School Heads to Solve Crucial CIGPs on Governance • Technical Assistance Needed from the Regional Office to Solve Governance CIGPs
		<p>C. Qualitative M&E Report on Electronic MEA Implementation</p> <ul style="list-style-type: none"> • Most Common and Crucial CIGPS of the following MEA implementers: <ul style="list-style-type: none"> - SGOD-M&E Personnel - PSDSs

		<ul style="list-style-type: none"> • School Heads • Teachers • Technical Assistance provided to Schools (School Heads and Teachers) by the PSDS, SGOD-M&E, DFTATs, and SDO Management to Address Aforementioned CIGPs • Technical Assistance provided to PSDSs by the SGOD-M&E and SDO Management • Technical Assistance provided to SGOD-M&E Personnel by the SDO Management • Most Significant Change Stories of MEA Implementers (Teachers, School Heads, PSDSs, SGOD-M&E Personnel) in the Implementation of Electronic MEA • SDO Recommendations to Improve Field MEA Implementation
2. Organizational Effectiveness and Organizational Performance and Health	A. Extent of MEA Implementation per course (Kinder, Elem, JHS, SHS) considering the overall population of each of the following:	<ul style="list-style-type: none"> • Number of Public and Private Schools Covered • Number of Public and Private School Heads Covered • Number of Public and Private School Teachers Covered • Number of Public and Private School Learners Covered
	B. Extent of MEA Conference Implementation for Stakeholder Engagement	<ul style="list-style-type: none"> • Number of Public and Private Schools Conducting SMEA Conferences • Number of Districts Conducting DsMEA Conferences • Number of SMEA Conferences (Public and Private Schools) Monitored by the PSDSs • Number of DsMEA Conferences Monitored by the DFTATs and/or DFTATs
	C. Status of the Utilization of the Following Financial Resources as of September 30, 2017	<ul style="list-style-type: none"> • Personal Services • Division MOOE • School MOOE • Capital Outlay • GAA Funds for Special Programs and Projects (SARO) such as HRTD Funds • Local School Board Funds (Barangay and City/Province)
	D. Status Report of Human Resources as of September 30, 2017	<ul style="list-style-type: none"> • School Governance and Operations Division • Curriculum Implementation Division • Office of the Schools Division Superintendent
	E. Status Report of Work and Financial Plan Implementation in the 3 rd Quarter of CY 2017 (M&E Tool: Physical and Financial Output Matrix)	<ul style="list-style-type: none"> • Average % of Quarterly Physical and Financial Accomplishment (PFA) of Schools Division <ul style="list-style-type: none"> ❖ Average % of Quarterly PFA of School Governance and Operations Division <ul style="list-style-type: none"> • Average % of Quarterly PFA of the Office of the Division Chief • Average % of Quarterly PFA of the School Management Monitoring and Evaluation Unit • Average % of Quarterly PFA of the Planning and Research Unit • Average % of Quarterly PFA of the Social Mobilization and Networking Unit • Average % of Quarterly PFA of the Human Resource and Development Unit ❖ Average % of Quarterly PFA of Curriculum Implementation Division <ul style="list-style-type: none"> • Average % of Quarterly PFA of the Chief Education Supervisor • Average % of Quarterly PFA of the Education Program Supervisors (Curriculum) • Average % of Quarterly PFA of the Education Program Supervisor (LRDM) • Average % of Quarterly PFA of the Librarian • Average % of Quarterly PFA of the PDO II • Average % of Quarterly PFA of the PSDSs ❖ Average % of Quarterly PFA of the Office of the Schools Division Superintendent <ul style="list-style-type: none"> • Average % of Quarterly PFA of the Accounting Unit • Average % of Quarterly PFA of the Budget Unit • Average % of Quarterly PFA of the Legal Unit

	<ul style="list-style-type: none"> • Average % of Quarterly PFA of the ICT Unit • Average % of Quarterly PFA of the Physical Facilities Unit • Average % of Quarterly PFA of the Administrative Unit <ul style="list-style-type: none"> ✦ Average % of Quarterly PFA of the Personnel Section ✦ Average % of Quarterly PFA of the Records Section ✦ Average % of Quarterly PFA of the Supply Section ✦ Average % of Quarterly PFA of the Cash Section ✦ Average % of Quarterly PFA of the General Services Section
	<p>F.1 SDO CIGPS Affecting the following:</p> <ul style="list-style-type: none"> • Efficient and Effective Work and Financial Plan Implementation • Efficient and Effective Utilization of Financial Resources • Efficient Filling Up of Position Items in the SDO <p>F.2 Promising Strategies (Practices/Programs/Projects/Policies) that the SDO Implemented (to be Implemented) to Address F.1 CIGPs</p>