DIVISION MEMORANDUM
No. 785, s.2016

TO : EVANGELINE A. HERNAN
     EPS- Division SBM Coordinator
     ANAMERTHYL I. REGALA
     SEPS- Division W.A.T.C.H. Coordinator

FROM : DEE D. SILVA, DPA, CESO VI
       Schools Division Superintendent

SUBJECT : Division Monitoring and Evaluation on School Improvement Plan (SIP),
           Annual Implementation Plan (AIP), and W.A.T.C.H. Program for the Last
           Quarter

DATE : December 13, 2016

1. Relative to Regional Memorandum No. 332, s. 2016 entitled School Improvement Plan
   (SIP) and W.A.T.C.H. Program Evaluation, you are hereby directed to monitor schools at
   random to ensure completeness of the enhanced School Improvement Plan (SIP)/Annual
   Implementation Plan (AIP) and the implementation of Project W.A.T.C.H.

2. Further, you are advised to conduct the monitoring prior to the scheduled Regional
   Evaluation and to utilize the Monitoring/Evaluation Tools and Output Checklist set by the
   region.

3. Travel expenses incurred for this activity shall be chargeable against local funds subject to
   the usual accounting and auditing rules and regulations.

4. For information, guidance and compliance.