



Office of the City Schools
Division Superintendent

Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



Tel. (082) 553-8375 |
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March 12, 2019

DIVISION MEMORANDUM

No. 217, series of 2019

**DIVISION MONITORING, EVALUATION AND ADJUSTMENT (DMEA) OF CY 2019 1st
QUARTER PROGRAMS, PROJECTS AND ACTIVITIES (PPAs)**

TO: OIC- Assistant Schools Division Superintendent
Division Chiefs (CID & SGOD)
Public Schools District Supervisors
Education Program Supervisors
Elementary & Junior/Senior High School Heads
Schools Division Office Program Holders
Schools Division Office Section/Unit Heads

1. Pursuant to Administrative Order No. 161, "Institutionalizing Quality Management System in Governance" amended through Executive Order No. 605, "Institutionalizing the Structure, Mechanisms and Standards to Implement Quality Management Program", this office will be conducting the Division Monitoring, Evaluation & Adjustment (DMEA) of CY 2019 1st Quarter Programs, Projects and Activities (PPAs) on **April 10-11, 2019 at Claire-John Swimming Pool and Beach Resort, Punta Biao, Brgy. Cogon, Digos City.**

2. The objectives of the activity are as follows:

- a. To identify the concerns, issues, gaps and problems of Programs, Projects Activities (PPAs) aligned in the Division Basic Education Development Plan (DBEDP) and Key Result Areas (KRAs) for CY 2019 1st Quarter;
- b. To track progress and measure the effectiveness of the programs and projects;
- c. To present the physical and financial accomplishments of the different PPAs; and
- d. To make and present plans, adjustments, and agreements to solve the concerns, issues, gaps and problems.

3. The participants of the said activity are the OIC- Assistant Schools Division Superintendent, Division Chiefs, Education Program Supervisors, Public Schools District Supervisors, Schools Division Office Program Holders, Schools Division Office Section/Unit Heads, and all elementary, junior/senior high School Heads. Each presenter shall be given 8-10 minutes to present the DMEA templates in a powerpoint presentation. Soft copies of the DMEA templates shall be sent at reyzen.monserate@deped.gov.ph on or before April 5, 2019.

Encls: As stated
References: As stated
To be indicated in the Perpetual Index under the following subjects:

GOVERNANCE SMM&E DMEA
ROM: Division Monitoring, Evaluation and Adjustment (DMEA) of CY 2019 1st Quarter PPAs
12 March, 2019



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4. Registration fee is Php 375.00 while the entrance fee is Php 20.00 good for 2 days. Meal, snacks, transportation and other allowable expenses of School Heads shall be charged to School MOOE while for Schools Division Office personnel shall be charged to Division MOOE subject to the existing accounting and auditing rules and regulations.

5. For your information, guidance and compliance.

FOR AND IN THE ABSENCE OF:

WINNIE E. BATON, EdD
Officer-In-Charge
Office of the Schools Division Superintendent

Melanie P. Estacio
MELANIE P. ESTACIO, Ph.D.
OFFICER-IN-CHARGE
OFFICE OF THE ASSISTANT SCHOOLS DIVISION SUPERINTENDENT

DepEd Schools Division of Digos City
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