



Office of the City Schools
Division Superintendent

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



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September 30, 2019

DIVISION MEMORANDUM

No. 828, series of 2019

3rd QUARTER DIVISION MONITORING, EVALUATION AND ADJUSTMENT (DMEA) CY 2019

TO: OIC- Assistant Schools Division Superintendent
Chief Education Supervisors (CID & SGOD)
Public Schools District Supervisors
Education Program Supervisors
Elementary & Junior/Senior High School Heads
Concerned Schools Division Office Personnel
All Others Concerned

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 3rd Quarter Division Monitoring, Evaluation & Adjustment (DMEA) CY 2019 on **October 8-9, 2019 at Megan's Function Hall, 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 Office Key Result Areas (KRAs) and in the Division Basic Education Development Plan (DBEDP);
- b. To track progress and measure the effectiveness of the programs and projects;
- c. To present the 3rd quarter physical and financial accomplishments of the different Programs, Projects and Activities; and
- d. To present plans and adjustments 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 Unit/Section Heads/Program Holders, and all Elementary, Junior/Senior High School Heads.

4. Each Division/Unit is required to conduct pre-DMEA before October 8-9, 2019. Only the Division Chief/Unit Head will present the consolidated 3rd quarter accomplishment per division/office using the prescribed templates. Means of Verification (MOV) of all the accomplishments shall also be prepared.

5. The registration fee is **Php 395.00 per day** which covers meals, snacks, and the venue and it will be charged to School MOOE for School Heads while for Schools Division Office personnel shall be charged to Division MOOE subject to the existing accounting and auditing rules and regulations.

Encls: As stated
References: As stated

To be indicated in the Perpetual Index under the following subjects:

GOVERNANCE SMM&E DMEA
ROM: 3rd Quarter Division Monitoring, Evaluation and Adjustment (DMEA) CY 2019
30 September, 2019



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6. 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
RECORDS SECTION

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