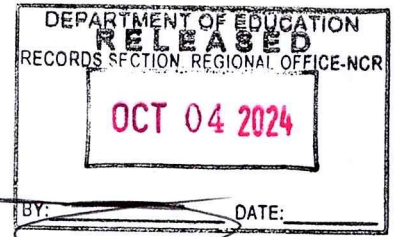




Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



September 30, 2024

REGIONAL MEMORANDUM

No. 1013, s. 2024

To: Schools Division Superintendents
 SGOD Chiefs
 SEPS - SMM&E
 EPS II - SMM&E

LEARNING CONVER-SESSION ON MONITORING AND EVALUATION (M&E)

1. As the Region endeavors to harmonize Monitoring and Evaluation (M&E) systems, practices, and cultures among Schools Division Offices, anchored on current needs, priorities, and directions, this Office, through the Quality Assurance Division, will hold the above-mentioned activity on **October 25, 2024, at 9:00 AM - onwards** via **Microsoft Teams Platform**. The platform details are indicated herein:

<https://msteams.link/IJW0>



Meeting ID: 479 681 541 897
 Passcode: vEsFLC

2. The activity is consistent with the Needs Assessment recently conducted by this Office among SDO Senior Education Program Specialists and Education Program Specialists II - School Management Monitoring and Evaluation (SMM&E) Section, which becomes beneficial in determining the conditions and requirements for M&E continuous improvement and sustainability in the field.
3. Expected participants in the activity are the **SEPS and EPS II - SMM&E Section or designated personnel who are working the SMM&E functions**.
4. The agenda are as follows:
 - A. Presentation of the Needs Assessment Results on M&E;



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- B. Discussion of insights from the latest Division Monitoring, Evaluation, and Adjustment (DMEA)/Program Implementation Review (PIR) Reports of SDOs;
 - C. Proposed partnership-building for SDO M&E Manual Development; and
 - D. Agreements and Ways Forward on the RO Support to SDOs.
5. As per the Needs Assessment, this Office has crafted a template for the SDO DMEA Report, which will be detailed during the activity. For reference, a copy of the template can be accessed through this OneDrive link: **<https://tinyurl.com/QADSDOsDMEA>**.
6. Observance of punctuality and active engagement of the participants during the activity is advised. SDOs are requested to implement a flexible mechanism to ensure the continuity of office operations while their select personnel attend the activity.
7. For clarification and other related concerns, please contact the **Quality Assurance Division** at **(02) 85229247**.
8. Immediate dissemination of and compliance with this Memorandum is desired.


JOCELYN DR ANDAYA
Director IV

/alfd_qad



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