



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Division of City Schools – Tagbilaran City

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. 191 s. 2023

May 22, 2023

**CONDUCT OF DIVISION MONITORING EVALUATION AND ADJUSTMENTS (DMEA)
CONFERENCE**

To; Assistant Schools Division Superintendent
Chief Education Supervisors (CID,SGOD-designate)
Education Program Supervisors
SEPS, EPS II (M & E, HRD, ALS)
Public School Principals
Assistant Public School Principals
Division Office Section Heads
Division Accountant
Admin Officer V
Budget Officer
Division ITO
All Others Concerned

1. This Office, through the School Governance and Operations Division (SGOD) announces the conduct of the Division Monitoring, Evaluation and Adjustment (DMEA) for Quarter 3, School Year 2022-23 on June 7, 2023, at 8:00 a.m. onwards. Schools are required to complete Q3 data using this link <https://bit.ly/3xBneCJ> . The venue of this activity will be announced later.

2. The activity aims to monitor and evaluate the status and progress of the delivery of basic education services and the implementation of programs, activities and projects. Schools are to report on the salient concerns citing strong commendations and constructive outcomes on the issue/ concern.

3. The participants in this orientation are OIC-ASDS, Chief Education Supervisors, Education Program Supervisors, Senior Education Program Specialist, Education Program Specialists, Division Office Section Heads, Public School Principals, Public School Assistant Principals, Admin. Officer V, Division ITO, Medical Team, Division Engineer, Planning Officer III, DRRM Coordinator, YF Coordinator, ADA III (Driver)

4. The flow of the presentation of reports and comments is as follows:
- Presentation of Physical and financial accomplishments by SDO Functional Division
 - CID Chief -Designate
 - SGOD Chief- Designate



Address: Dampas District, Tagbilaran City, Bohol
Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177; (038)427-6718; (038)544-2147
Email Address: tagbilarancity.division@deped.gov.ph

- OSDS
 - ❖ Accounting Section
 - ❖ Budget Section
 - ❖ HRMO
 - ❖ Legal
 - ❖ ITO
- Bottlenecks, Lags, Issues, and Concerns (BLICs/ CIGPs)
- Management response and recommendations to the Regional Office.

5. Three (3) schools have been selected to showcase their best practices (15-minute presentation) for SY 2022-2023. These schools are Tiptip ES, Cabawan ES and Mansasa NHS.

6. Registration fee of Six Hundred Pesos (Php 600.00) will be collected from the participants to cover meal, snacks and other incidental expenses relative to the conduct of the activity and shall be charged against Division Office Funds/ MOOE (for SDO Participants) and School Funds / MOOE (for participants from the schools). Expenses relative to the conduct of the orientation are subject to the usual accounting and auditing rules and regulations. Payments can be made in cash and cheque to the DepEd Division of Tagbilaran City. Participants from the schools are encouraged to pay the registration fee before the conduct of the orientation.

7. For immediate dissemination of, and compliance with this Memorandum is directed.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent