



December 17, 2019

REGIONAL MEMORANDUM
No. 871, s. 2019

**CONDUCT OF 4TH QUARTER INTERFACING OF RO AND SDOs CHIEFs AND
EDUCATION PROGRAM SUPERVISORS, CY: 2019**

To: Schools Division Superintendents
Assistant Schools Division Superintendents
Chiefs, RO Functional Divisions/SGOD and CID
RO and SDO Education Program Supervisors
SEPS/EPS II/PSDSs
This Region



1. The 4th Quarter interfacing of RO and SDOs Chiefs and EPSs is a convergence of the different activities related to Monitoring and Evaluation (M&E), Technical Assistance and Curriculum and Instruction. In the Quality Management Review (QMR) conducted by the Regional Office, the Chiefs in the Eight Functional Divisions and RO EPSs shall sit down with the SDOs in their presentation for DMEA/SMEA/CDTAP/CLMD-CID Convergence.
2. The field is hereby informed that the conduct of the 4th Quarter Interfacing of RO and SDOs Chiefs and EPSs are as follows to wit:

DATE	ACTIVITIES	PARTICIPANTS	VENUE
January 21, 2020	4 TH Quarter RMEA	RD, ARD, Chiefs of Functional Divisions, Unit Heads and EPSs.	NEAP-R 2 ND FLOOR
January 22, 2020	4 TH Quarter DMEA	SDOs: ASDS, Chief CID, PSDS, Chief SGOD, SEPS M & E or EPS II M & E RO: Chiefs of Functional Divisions, EPSs	
January 23, 2020	4 TH Quarter SMEA/CDTAP	SDOs: SDS, Chief CID, PSDS, Chief SGOD, SEPS M & E or EPS II M & E RO: Chiefs of Functional Divisions, EPSs	
January 24, 2020	CLMD - CID CONVERGENCE	SDOs: SDS, Chiefs and EPSs of CID RO: Chief and EPSs of CLMD	

3. The accommodation, travel expenses, and incidental expenses of the participants shall be charged against their Division local funds. While the meals (breakfast, lunch, and dinner) and morning and afternoon snacks will be shouldered by the Regional Office MOOE funds subject to the usual accounting and auditing rules and regulations. It is expected that the participants shall submit their **TRAVEL AUTHORITY** as requirement of the Unit in the Regional Office.

QAD/edm
12/17/2019



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ISO 9001:2015 CERTIFIED
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4. Attached are the templates for your reference.
5. Immediate and wide dissemination of this memorandum to all concerned is highly desired.


FRANCIS CESAR B. BRINGAS, CESO V
Director III

OIC – Office of the Regional Director 

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

PROGRAMS MONITORING EVALUATION TECHNICAL ASSISTANCE CURRICULUM AND INSTRUCTION

MONITORING TOOL IN THE IMPLEMENTATION OF THE DIVISION CUSTOMIZED TECHNICAL ASSISTANCE PLAN

Division: _____

Performance Indicators	Target dates of the Proposed Interventions	Target Objectives	Accomplishments to date	Facilitating Factors	Hindering Factors if Not Accomplished	Suggestions/Recommendations/ TA Provided	Agreement (To be accomplished during the feedback giving)
ACCESS							
QUALITY							
GOVERNANCE							

Prepared by:

Noted by:

TA Provider

Team Leader

DISTRICT MONITORING, EVALUATION, AND ADJUSTMENTS (DISMEA) TOOL

DIVISION: _____ DISTRICT: _____ QUARTER: _____

PERFORMANCE INDICATORS	SCHOOL/s WITH THE LOWEST/MOST ALARMING STATUS OF KPIS	CONCERNS/ISSUES/ GAPS/PROBLEMS	REASONS FOR THE LOW KPIS	PLAN OF ACTIONS	SCHOOL/s WITH THE HIGHEST INCREASE/MOST STABLE STATUS OF KPIS	ACTUAL DATA	INTERVENTION CONDUCTED THAT CONTRIBUTED TO THE INCREASE OF KPIS	INTERVENTION TO BE CONDUCTED TO SUSTAIN THE INCREASE OF KPIS
ACCESS								
1.								
2.								
QUALITY								
1.								
2.								
GOVERNANCE								
1.								
2.								

Prepared by: _____ Noted: _____ Approved by: _____

PSDS _____ Chief, CID _____ Schools Division Superintendent _____