



Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES
2nd Floor, Mabini Building, DepEd Complex
Meralco Avenue, Pasig City



QAME ANALYSIS FORM 3

SUMMARY OF REGIONAL MONITORING AND EVALUATION

(To be accomplished by the QAME Team Leader)

Title of Training Program: REGIONAL TRAINING ON UNIVERSAL PREVENTION ON CURRICULA OF SUBSTANCE USE AND ABUSE

Inclusive Dates of Program: August 28-30, 2018

Name of Regional Team Leader: GILBERT L. GAYRAMA

Mobile Number of Regional Team Leader: 09999910887

1. What is the general rating of the SESSIONS and FACILITATORS in the training program?

Enter All training venues (includes all batches)	Overall Session- Facilitator Rating	General Rating DAY 1	General Rating DAY 2	General Rating DAY 3	Summary of Comments and Suggestions
ALMONT HOTEL, BUTUAN CITY					- The training is very heavy but the resource speaker was able to discuss thoroughly the topics. - The speaker has really expertise on the topic assigned to her, her discussion is comprehensive. -The speaker was able to get the participation and cooperation of the audience because he's creative in delivering his topics. -Thumbs up to the facilitators. -The topic required higher understanding but the speaker ensured that the participants can grasp the topics.
Sessions		3.66	3.70	3.72	
Facilitators		3.78	3.77	3.75	
REGIONAL AVERAGE* for Sessions-Facilitators	3.73				

*The average rating for sessions and facilitators in ALL venues and batches in your region

Major Observations/Findings (include venue/s of training, and batch number):

- Time allotment should be given importance so the participants and the facilitator as well will have enough time to process the information learned in every module.
- Information overload, topics are given only in 3 day where it limits the necessary details that we need as we implement UPC.
- Sessions were successfully delivered.
- Time management may be properly observed/implemented.
- Excellent facilitators.

What is the general rating of the daily PROGRAM MANAGEMENT/OPERATIONS of the training?

Venue of Training (include ALL batches)	Overall Rating	General Rating DAY 1	General Rating DAY 2	General Rating DAY 3	Summary of Significant Comments and Suggestions
ALMONT HOTEL, BUTUAN CITY		3.61	3.58	3.81	-Correct training dates and Master Agenda/schedule shall be properly communicated to the participants for improved program efficiency. -Training is well done and purposeful. -Strict compliance of the schedule of activities/lectures should be observed. -Congratulations for a job well done.
REGIONAL AVERAGE FOR OPERATIONS	3.67				

*Average of Overall Ratings for Operations for ALL venues and batches in your region

Major Observations/Findings (include venue/s of training, and batch number):

- Satisfied with the program management/operations is commendable.
- Thank you and congratulations!
- Excellent.

Are there critical incidents that should be addressed by the Training Program Provider/ Management?

CRITICAL INCIDENT/S BASED ON STAR (5Ws and H)	Training Provider (Region)	Action Taken by the Program Management	Status
NONE			

Major Observations/Findings (include venue/s of training, and batch number):

4. ANALYSIS OF THE END PROGRAM EVALUATION (to be accomplished at the end of the training program)

Training Venue (include batch number)	AVERAGE RATING PER CRITERIA (Values from "1.0" – "4.0")						
	Program Management	Attainment of Objectives	Delivery of Content	Provision of Support Materials	Program Management Team	Training Venue	Accommodations
ALMONT HOTEL, BUTUAN CITY	3.88	3.82	3.98	3.91	3.98	3.90	3.90
REGIONAL AVERAGE*	3.91						

*Average rating for all training venues (inclusive of ALL batches) in the region covering ALL 7 criteria

Top three (3) responses based on participant feedback in Program Evaluation for all training venues and batches:

- I think that the time is not enough to tackle the modules together with the workshops. Or there should be a strict time management.
- The participants must be given ample time to process the information being given to us. I guess due to some issues of speaker's availability so we're not able to follow the program schedule. In effect, we are overloaded with information and I don't think the whole discussions were retained in our memory.
- Well done.

SIGNIFICANT LEARNING:

- Learned a lot on how to be Prevention Coordinators and how we can apply them in order to achieve the goal to reduce the significance of health, social & economic problems related to substance use.
- I began to appreciate the UPC and made some plans on what to do upon returning to the field.
- I think this activity motivated me to be a good health advocate and i will emphasize what i learned here during my classroom health lectures and integration to other school activities.
- The learning from this seminar will have a great help in assessing problems in school related to substance use and give prevention and intervention as necessary.
- Monitoring and Evaluation of the implemented prevention curriculum is important for the management team/coordinators/specialists to determine its efficacy and efficiency and to make necessary tailor-fitting of the curriculum as may be deemed necessary.
- How to address various problems assessed and the focus of interventions.

COMMENTS/SUGGESTIONS FOR PROGRAM IMPROVEMENT:

- I can suggest to the college professors that they could suggest to their social science students or any students with related courses to conduct studies or thesis regarding the risk factors or regarding people indulge in alcohol, tobacco, and substance abuse. These studies can later become a basis for intervention when necessary.

5. RECOMMENDATIONS FOR FUTURE TRAINING PROGRAM:

- It is necessary for the program owner to inform in advance the QATAME Associate about the changes in the matrix made for the delivery of the training to avoid problems on the part of the trainees for their online evaluation.
- Needs improvement on time management.

Submitted by:


JESUS D. NONO, Ph. D
EPS - QAD

Approved by:


GILBERT L. GAYRAMA, Ph. D
Chief - QAD



Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES
2nd Floor, Mabini Building, DepEd Complex
Meralco Avenue, Pasig City



QAME ANALYSIS FORM 3

SUMMARY OF REGIONAL MONITORING AND EVALUATION

(To be accomplished by the QAME Team Leader)

Title of Training Program: REGIONAL TRAINING OF TRAINERS (RTOT) ON CAMPUS JOURNALISM

Inclusive Dates of Program: August 29 – September 1, 2018

Name of Regional Team Leader: GILBERT L. GAYRAMA

Mobile Number of Regional Team Leader: 09999910887

1. What is the general rating of the SESSIONS and FACILITATORS in the training program?

Enter All training venues (includes all batches)	Overall Session-Facilitator Rating	General Rating DAY 1	General Rating DAY 2	General Rating DAY 3	General Rating DAY 4	Summary of Comments and Suggestions
Amontay Beach Resort And Convention Center, Nasipit Agusan Del Norte						-During the participant's activities it is suggested that the speaker should refrain from talking using the microphone to give chance for them to think seriously. -The session was successful due since the facilitator was well equipped with her topic. -It's good to have always an application of every topic through making an output. -The speaker is very intelligent and makes the session fruitful and meaningful since she possesses or delivered clearly the topics. -The session was smoothly facilitated with an energizer given to the participants. The speaker discussed thoroughly with an active participation of each participants.
Sessions		3.77	3.86	3.83	3.88	
Facilitators		3.82	3.84	3.80	3.87	
REGIONAL AVERAGE* for Sessions-Facilitators	3.83					

*The average rating for sessions and facilitators in ALL venues and batches in your region

Major Observations/Findings (include venue/s of training, and batch number):

- The session was simultaneously and successfully conducted since the facilitators were all well equipped with their topic and the participants were also participative.
- The session was informative, and very relevant and timely.
- The sessions are very interactive and rational.

What is the general rating of the daily PROGRAM MANAGEMENT/OPERATIONS of the training?

Venue of Training (include ALL batches)	Overall Rating	General Rating DAY 1	General Rating DAY 2	General Rating DAY 3	General Rating DAY 4	Summary of Significant Comments and Suggestions
Amontay Beach Resort And Convention Center, Nasipit Agusan Del Norte		3.74	3.81	3.79	3.82	-if possible provide us with soft copies in order for us to have more understanding about the topic. -I always commend the whole program management for this challenging and yet very insightful training. -Ipagpatuloy ang masigasig na pagbabahagi ng kaalaman sa mga gurong nangangailanagn pa nito.
REGIONAL AVERAGE FOR OPERATIONS	3.79					

*Average of Overall Ratings for Operations for ALL venues and batches in your region

Major Observations/Findings (include venue/s of training, and batch number):

- Always be responsive to the needs of the participants.
- Efficient access to the internet shall be provided.
- The program was run smoothly; the rest of the factors were excellent.
- The program management is always working its best.

Are there critical incidents that should be addressed by the Training Program Provider/ Management?

CRITICAL INCIDENT/S BASED ON STAR (5Ws and H)	Training Provider (Region)	Action Taken by the Program Management	Status
NONE			

Major Observations/Findings (include venue/s of training, and batch number):

4. ANALYSIS OF THE END PROGRAM EVALUATION (to be accomplished at the end of the training program)

	AVERAGE RATING PER CRITERIA (Values from "1.0" – "4.0")						
Training Venue (include batch number)	Program Management	Attainment of Objectives	Delivery of Content	Provision of Support Materials	Program Management Team	Training Venue	Accommodations
Amontay Beach Resort And Convention Center, Nasipit Agusan Del Norte	3.86	3.83	3.85	3.84	3.87	3.80	3.71
REGIONAL AVERAGE*	3.82						

*Average rating for all training venues (inclusive of ALL batches) in the region covering ALL 7 criteria

Top three (3) responses based on participant feedback in Program Evaluation for all training venues and batches:

- Slow internet connectivity.
- Training should be held within the city for emergency purposes.
- Materials should be given ahead of time or during the participants' registration.

SIGNIFICANT LEARNING:

- Knowing about plagiarism and how to avoid it are my significant learning today. Avoid writing articles without the citing the source.
- I was amaze for a very intelligent discussion on the campus paper management which I learn some new things or important information that are very useful as school paper adviser.
- How to write an editorial in simplest way and its type and how to touch the news through development communication.
- Tips and techniques of taking best shots.
- Those learning will be heartily and dedicatedly cascaded among my journalists so that they have the great chance to learn and win in the competition.
- We can craft essays even in our own personal daily experiences and inspire our readers with our thoughts and reflections by posting responsibly in the social media.

COMMENTS/SUGGESTIONS FOR PROGRAM IMPROVEMENT:

- This training serves as an avenue especially for those untrained SPA to equipped themselves and impart the importance of their learning from this training.
- Thank you for this great opportunity to learn more on campus journalism.
- All topics are very important.

5. RECOMMENDATIONS FOR FUTURE TRAINING PROGRAM:

- The participants suggest that the training will be done during summer so that classes will not be hampered.
- Hopefully, the venue for the next training has a strong internet connection in able for the majority of the participants can do their online evaluation to have a reliable QATAME result.

Submitted by:


JESUS D. NONO, Ph. D
EPS - QAD

Approved by:


GILBERT L. GAYRAMA, Ph. D
Chief - QAD



Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES
2nd Floor, Mabini Building, DepEd Complex
Meralco Avenue, Pasig City



QAME ANALYSIS FORM 3

SUMMARY OF REGIONAL MONITORING AND EVALUATION

(To be accomplished by the QAME Team Leader)

Title of Training Program: CAPACITY BUILDING OF REGIONAL OFFICE PERSONNEL ON MANAGING CLIENTELE SATISFACTION-PHASE II, RECORDS MANAGEMENT SYSTEM AND QUALITY MANAGEMENT SYSTEM

Inclusive Dates of Program: September 11-13 & 19-21, 2018

Name of Regional Team Leader: GILBERT L. GAYRAMA

Mobile Number of Regional Team Leader: 09999910887

1. What is the general rating of the SESSIONS and FACILITATORS in the training program?

Enter All training venues (includes all batches)	Overall Session- Facilitator Rating	General Rating DAY 1	General Rating DAY 2	General Rating DAY 3	Summary of Comments and Suggestions
DepEd Regional Office, RELC 2					-More time pa sana on actual presentation / demonstration on answering and making a phone call. -Hands on activities should be provided to help participants internalize the concepts introduced by the speaker. -Speakers are knowledgeable of their assigned topic.
Sessions		3.65	3.75	3.78	
Facilitators		3.79	3.83	3.77	
REGIONAL AVERAGE* for Sessions-Facilitators	3.76				

*The average rating for sessions and facilitators in ALL venues and batches in your region

Major Observations/Findings (include venue/s of training, and batch number):

- The speaker delivers the topic very well and we learned a lot from them.
- Have another venue if given a chance.

What is the general rating of the daily PROGRAM MANAGEMENT/OPERATIONS of the training?

Venue of Training (include ALL batches)	Overall Rating	General Rating DAY 1	General Rating DAY 2	General Rating DAY 3	Summary of Significant Comments and Suggestions
DepEd Regional Office, RELC 2		3.48	3.61	3.51	-Issue an Office memo to strictly implement the things we learned in the seminar. -Better to have another training on managing clientele but should be based on how to address feedback from among the clientele which are all coming from the suggestion boxes from the different offices.
REGIONAL AVERAGE FOR OPERATIONS	3.53				-Hands on activities should be provided to help participants internalize the concepts introduced by the speaker.

*Average of Overall Ratings for Operations for ALL venues and batches in your region

Major Observations/Findings (include venue/s of training, and batch number):

- The program management team should follow what is proper implementation of the training. They supposedly strict of the participant's attendance to have a quality results of learnings for the RO personnel.
- Always include, and remind online evaluation to the training matrix possibly after the last session in the afternoon.

Are there critical incidents that should be addressed by the Training Program Provider/ Management?

CRITICAL INCIDENT/S BASED ON STAR (5Ws and H)	Training Provider (Region)	Action Taken by the Program Management	Status
NONE			

Major Observations/Findings (include venue/s of training, and batch number):

4. ANALYSIS OF THE END PROGRAM EVALUATION (to be accomplished at the end of the training program)

Training Venue (include batch number)	AVERAGE RATING PER CRITERIA (Values from "1.0" – "4.0")						
	Program Management	Attainment of Objectives	Delivery of Content	Provision of Support Materials	Program Management Team	Training Venue	Accommodations
DepEd Regional Office, RELC 2	3.57	3.58	3.61	3.61	3.40	3.43	3.37
REGIONAL AVERAGE*	3.51						

*Average rating for all training venues (inclusive of ALL batches) in the region covering ALL 7 criteria

Top three (3) responses based on participant feedback in Program Evaluation for all training venues and batches:

- The program manage team should strictly implement the proper time schedule for the training.
- The venue is not conducive for the RO personnel, because of coming in and out most of the time.
- Materials should be given ahead of time for participants' consumption.

SIGNIFICANT LEARNING:

- We have to wear our smile daily, have patient in dealing our customers, and be the person you want to be threatened from your customers.
- I learned about the proper way to handle phone calls it may be incoming or outgoing.
- The importance of responding positively and appropriately to the needs of the customers/clienteles, and handle clients in a very accommodating atmosphere.
- As a front liner, entertain client with courtesy, kindness and giving them satisfaction and delight.
- I've learned a lot, as an employee we should all be responsible to keep and organize our records, to have proper document disposition and also for us to protect our important information from falling into the wrong hands not just by in the office but also applying it in our daily life.
- Records management should be applied truthfully and data privacy should be followed.
- I have learned that there are principles to be observe and be followed in order to achieve a better quality management. There are always space for a continuous improvement to achieve the goal of satisfying your customers.

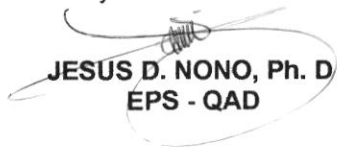
COMMENTS/SUGGESTIONS FOR PROGRAM IMPROVEMENT:

- They must provide hard copies for the participants to glance or review. A will serve as a guide because we were not just there to listen but we need also to think of better ways to apply the learnings in our workplace.
- To start program on time and strictly impose this to the participants.
- Improve the time management.
- Follow the scheduled time.
- Provide handout and some reading materials on QMS.

5. RECOMMENDATIONS FOR FUTURE TRAINING PROGRAM:

- Hoping to have another venue for the next ISO seminars to have focus on the topics being discussed by the facilitators, because other RO personnel come and go to their offices most of the time this may cause disturbances and influence other participants to go out too from the training venue.
- Trainings should be imposing strictly to participants and see to it that the schedules of each does not affect on the paper works and everything of some of the participants. It is okay to attend trainings but it is hard if it is our schedule on preparing for payrolls in which the teachers will not understand for the delays on releasing our printouts.
- Always include, and remind online evaluation to the training matrix possibly after the last session in the afternoon.

Submitted by:


JESUS D. NONO, Ph. D
EPS - QAD

Approved by:


GILBERT L. GAYRAMA, Ph. D
Chief - QAD