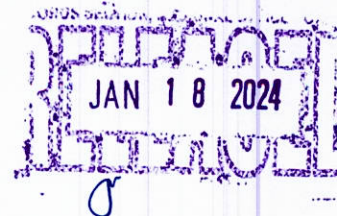




Republic of the Philippines
Department of Education
CARAGA REGION



January 18, 2024

REGIONAL MEMORANDUM

No. 0043 s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
Bislig City and Surigao City Divisions
This Region

**FINALIZATION OF BAEs MONITORING AND EVALUATION MANUAL FOR
PROGRAMS, PROJECTS, AND ACTIVITIES IMPLEMENTATION**

1. As per Memorandum DM-CT-2023-279 and OM-BAE-OD-2023-497 issued by the Office of the Undersecretary for Curriculum and Teaching, the Bureau of Alternative Education shall conduct the Finalization of BAEs Monitoring and Evaluation Manual for Programs, Projects, and Activities Implementation on January 23-26, 2024 at Ecotech, Cebu City.
2. The following participants are requested to attend the workshop.
Rowena F. Acevedo - EPSA, Bislig City
Armie Judie D. Daro - EPSA, Surigao City
3. Board and lodging, as well as expenses for supplies and materials for participants, will be funded from the FY 2023 FLO-ALS Current Fund. Travel and other incidental expenses should be charged to the funds allocated to the Regional Office, as outlined in OASALS-OM-2023-015. Reimbursements for these expenses will be processed upon submission of the necessary travel documents and compliance with standard accounting and auditing procedures.
4. Participants are required to bring their own laptop.
5. For any query, contact Josephine Chonie M. Obseñares, EPS Regional ALS Focal Person at josephinechonie.obsenares@deped.gov.ph.
6. Immediate dissemination of this Memorandum to all concerned is desired.

MARIA INES C. ASUNCION

Director III

Officer-in-Charge

Office of the Regional Director

Encls.: As stated

References: Memorandum DM-CT-2023-279 and OM-BAE-OD-2023-497

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

ALS M&E PROGRAMS WORKSHOP

CLMD/jcmo
1/18/2024



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.deped.gov.ph/>



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Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM
DM-CT-2023-279

TO : **SALUSTIANO T. JIMENEZ**
Regional Director, Region VII

RUTH L. FUENTES
Regional Director, Region IX

MARIA INES C. ASUNCION
Officer-in-Charge, Regional Director, CARAGA

ESTELA L. CARIÑO
Regional Director, CAR

WILFREDO E. CABRAL
Regional Director, NCR

FROM :  **GINA O. GOÑONG** 
Undersecretary

SUBJECT : **CONDUCT OF ACTIVITIES RELATED TO THE MONITORING AND EVALUATION SYSTEM: BUREAU OF ALTERNATIVE EDUCATION'S MONITORING AND EVALUATION MANUAL FOR PROGRAMS, PROJECTS, AND ACTIVITIES IMPLEMENTATION**

DATE : September 13, 2023

The Bureau of Alternative Education (BAE) will implement activities in relation to the development of the bureau's **Monitoring and Evaluation (M&E) Manual for its Programs, Projects, and Activities Implementation**.

The BAE M&E Manual will serve as a guide on the processes and mechanisms to fulfill the requirements of the Alternative Learning System (ALS) Act and its Implementing Rules and Regulations (IRR), specifically Rule VIII, which mandates the Department of Education (DepEd), in partnership with the Local Government Units (LGUs) and the private sector, to conduct a mandatory annual review of the ALS Program to ensure proper implementation.

To facilitate the monitoring and evaluation process, the BAE-Policy and Quality Assurance Division (PQAD) will develop the BAE M&E Manual which will consist of the following:



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Direct Line: (632) 8633-7202/8687-4146 E-mail: ouci@deped.gov.ph



DepEd Philippines



@depedphilippines



@DepEd_PH



www.deped.gov.ph



Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

- BAE's Framework, including that of the Policy and Quality Assurance and Program Management and Systems Development Divisions;
- BAE's Programs, Projects, and Activities (PPA) M&E Framework; and
- BAE's M&E Tools, Methods, and Processes.

The development of the BAE M&E Manual aims to achieve the following:

- Establish standardized M&E processes, tools, and methodologies for ALS programs and projects to ensure uniformity in data collection, analysis, and reporting across different projects or programs;
- Enhance accountability by clearly defining the roles and responsibilities of stakeholders within the M&E process, establishing feedback mechanisms, and ensuring transparency in reporting and decision-making;
- Identify programs'/projects' strengths and weaknesses to enable timely adjustments, continuous learning, and improvement by formulating effective indicators, targets, and benchmarks for measuring progress and outcomes;
- Define clear reporting formats, frequency of reporting, and channels to facilitate effective communication of M&E findings to various stakeholders; and
- Support comprehensive evaluation efforts to assess the extent to which activities have successfully achieved their intended goals and objectives.

In line with the conduct of the activities related to the development of the BAE M&E Manual, the BAE-PQAD would like to inform you of the following schedule:

Activity	No. Of Pax per Region	Tentative Venue	Date
Development of BAE's Monitoring and Evaluation Manual for Programs, Projects, and Activities Implementation	4	NEAP Marikina	Sept. 18-21, 2023
Revision of BAE's Monitoring and Evaluation Manual for Programs, Projects, and Activities Implementation	3	NEAP Marikina	Sept. 26-29, 2023
Validation of BAE's Monitoring and Evaluation Manual for Programs, Projects, and Activities Implementation	NA	Luzon, Visayas, & Mindanao	Oct. 17-20, 24-27, 2023
Finalization of BAE's Monitoring and Evaluation Manual for Programs, Projects, and Activities Implementation	2	NEAP Marikina	November 21-24, 2023

Further, the target participants in the development activities are the Regional ALS Focal Persons and select Education Program Specialist II for ALS from **Regions VII, IX, CARAGA, CAR, and NCR.**



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Direct Line: (632) 8633-7202/8687-4146 E-mail: ouci@deped.gov.ph



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OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

For confirmation of attendance of identified participants in the different activities, kindly register online through the following links:

Activity	Link
Development of BAE's Monitoring and Evaluation Manual for Programs, Projects, and Activities Implementation	http://bit.ly/3OM3sfZ
Revision of BAE's Monitoring and Evaluation Manual for Programs, Projects, and Activities Implementation	http://bit.ly/3E7dfly
Finalization of BAE's Monitoring and Evaluation Manual for Programs, Projects, and Activities Implementation	http://bit.ly/3P6Hjun

For clarifications and queries, kindly contact **Ms. Anna Lourdes Abad-Falcon**, Senior Education Program Specialist of BAE-PQAD, through email at anna.abad@deped.gov.ph.

For your immediate and appropriate action.

Copy furnished:

ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Direct Line: (632) 8633-7202/8687-4146 E-mail: ouci@deped.gov.ph



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Republic of the Philippines
Department of Education
BUREAU OF ALTERNATIVE EDUCATION

MEMORANDUM
OM-BAE-OD-2023- 497

FOR : **ALMA RUBY C. TORIO**
Assistant Secretary for Curriculum and Teaching
Officer-in-Charge
Office of the Undersecretary for Curriculum and Teaching

FROM : **MARILETTE R. ALMAYDA**
Director IV, Bureau of Alternative Education
Officer-in-Charge, Office of the Assistant Secretary for
Curriculum and Teaching – Education Assessment and
Alternative Education

SUBJECT : **AUTHORITY TO CHANGE DATE AND VENUE OF
ACTIVITIES RELATED TO THE IMPLEMENTATION OF
MONITORING AND EVALUATION SYSTEM: BUREAU OF
ALTERNATIVE EDUCATION'S MONITORING AND
EVALUATION MANUAL FOR PROGRAMS, PROJECTS, AND
ACTIVITIES**

DATE : September 28, 2023

Authority is requested to change the date and the venue of the following activities in relation to the Monitoring and Evaluation System: Bureau of Alternative Education's Monitoring and Evaluation Manual for Programs, Projects, and Activities Implementation.

Activity	From (Date and Venue)	To (Date and Venue)
Development of BAE's Monitoring and Evaluation Manual for Programs, Projects, and Activities Implementation	Sept. 18-21, 2023 NEAP Marikina	October 24-27, 2023 ECOTECH, Cebu City
Revision of BAE's Monitoring and Evaluation Manual for Programs, Projects, and Activities Implementation	Sept. 26-29, 2023 NEAP Marikina	November 21-24, 2023 ECOTECH, Cebu City
Validation of BAE's Monitoring and Evaluation Manual for	Oct. 17-20, 24-27, 2023 Luzon, Visayas, and Mindanao	January 9-12, 16-19, 2024 Luzon, Visayas, and Mindanao

5/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Direct Line: (632) 8633-3603 E-mail: bae.od@deped.gov.ph





Republic of the Philippines
Department of Education
BUREAU OF ALTERNATIVE EDUCATION

Programs, Projects, and Activities Implementation		
Finalization of BAE's Monitoring and Evaluation Manual for Programs, Projects, and Activities Implementation	November 21-24, 2023 NEAP Marikina	January 23-26, 2024 ECOTECH, Cebu City

The change of date and venue of the above-mentioned activities is in lieu of the unavailability of the venue on the scheduled date.

Incurred travel expenses that will exceed the fund allocated in the budget estimate will be charged against the Travel Expenses (Local travel by air and by land) with Work and Financial Plan (WFP) code number AC-23-BAE-OD-FLO-003.

Attached is the copy of the approved Authority to Conduct (ATC) and signed Regional Memorandum.

For approval.



5/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Direct Line: (632) 8633-3603 E-mail: bae.od@deped.gov.ph



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