



Republic of the Philippines
Department of Education
CARAGA REGION

MARCH 4, 2026

REGIONAL MEMORANDUM

No. 0214, s. 2026

To: Schools Division Superintendents
RO Functional Division Chiefs
SDO Chiefs
All Others Concerned

**CAPACITY BUILDING ON MONITORING AND EVALUATION (M&E) WITH
RO AND SDO PROGRAM OWNERS**

1. The Department of Education Caraga (DepEd Caraga), through the Quality Assurance Division, will conduct a Seminar-Workshop entitled “*Capacity Building on Monitoring and Evaluation (M&E) with RO and SDO Program Owners*” on **March 10-11, 2026** for RO Program Owners and on **March 26-27, 2026** for SDO Program Owners, at the Nickel Hall, DepEd Caraga Regional Office.
2. This activity is aligned with DepEd Order No. 29, s. 2022, wherein DepEd adopted the Basic Education Monitoring and Evaluation Framework (BEMEF) to guide all operating units in the systematic conduct of Monitoring and Evaluation (M&E). In pursuit of quality program implementation, there is a continuing need to strengthen the competencies of Regional Office (RO) and Schools Division Office (SDO) Program Owners in translating the Theory of Change (ToC) into coherent Implementation Plans (ImPlan) and M&E Plans aligned with BEMEF standards and DepEd planning requirements, ensuring that every program is implemented with clarity, purpose, and accountability.
3. This activity aims to:
 - a. strengthen knowledge and understanding of BEMEF standards and its core processes;
 - b. develop competency in crafting a coherent Theory of Change (ToC) and Implementation Plan (ImPlan) aligned with program goals; and
 - c. enhance capacity in crafting an M&E Plan of the DepEd PAPs as reference in the conduct of the Program Implementation Review (PIR).
4. The distribution of participants in this activity are as follows:
 - A. Regional Office: participants which include the RO FD Chiefs, RO QAD Personnel, and RO Program Owners; and

Office/ FD/Unit	Number of Participants
ORD	3
ASD	2
CLMD	6

ESSD	6
FTAD	2
HRDD	2
PPRD	2
QAD	7
TOTAL	30

B. Schools Division Office: participants which include the RO QAD Personnel and SDO Program Owners.

SDO	Number of Participants
Agusan del Norte	4
Agusan del Sur	4
Bayugan City	3
Bislig City	4
Butuan City	4
Cabadbaran City	3
Dinagat Islands	3
Siargao	3
Surigao City	4
Surigao del Norte	4
Surigao del Sur	4
Tandag City	3
TOTAL	43

5. All expenses for venue, meals, materials, and dormitory accommodation incurred during the activity shall be charged against RO MOOE (QAD), FY 2026, while travel expenses of participants shall be charged against local funds, subject to the usual government budgeting, accounting, and auditing rules and regulations

6. For more information, please contact please contact Mr. Emmanuel S. Saga, Education Program Supervisor, Quality Assurance Division (QAD), DepEd Caraga Regional Office, through emmanuel.saga@deped.gov.ph.

7. Immediate and wide dissemination of this Memorandum to all concerned is highly desired.

MARIA INES C. ASUNCION
Director IV
Regional Director

Encl.: None

Reference: None

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

MONITORING AND EVALUATION

PROGRAMS

WORKSHOPS

QAD/ess
02/20/2026