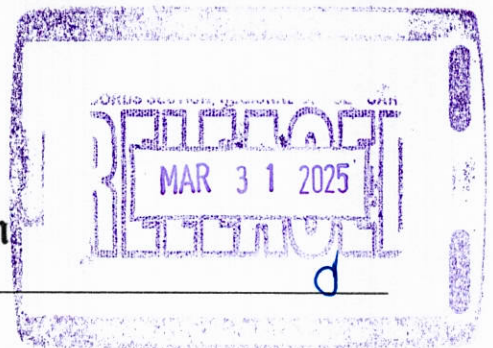




Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
No. **0346**, s. 2025

To: Schools Division Superintendents
RO Functional Division Chiefs
SGOD and CID Chiefs
All Others Concerned

CONDUCT OF REGIONAL MONITORING, EVALUATION, AND ADJUSTMENTS
(RMEA) – PROGRAM IMPLEMENTATION REVIEW AND PLAN
ADJUSTMENTS (PIRPA), CY 2025

1. **Republic Act 9155** clearly defines shared governance as the management model in the delivery of quality basic education. It specifies the functional areas to be shared by various levels of management as well as their differentiated roles. Likewise, **DepEd Order No. 029, s. 2022** or the **“Adoption of the Basic Education Monitoring Evaluation Framework (BEMEF)**, guides the conduct of M&E in the Regional, Division, and School M&E System as a set of organizational structures and management processes that enable offices across governance levels to perform their M&E functions effectively. In line with strengthening the **Regional Monitoring, Evaluation, and Adjustment (RMEA)** and **Program Implementation Review and Plan Adjustments (PIRPA)** as strategic mechanisms to review, discuss, and utilize performance inputs in providing technical assistance and support, this activity is being conducted.

2. The conduct of **RMEA-PIRPA, CY 2025** aims to:
- present the committed strategies and planned activities of the operating units in the Regional/Division Education Development Plan.
 - provide guidance for the monitoring of programs, projects, and activities;
 - assess the organizational outcomes and the collective performance of offices across all governance levels of the Department;
 - identify and discuss concerns, issues, gaps, problems affecting the delivery of programs, projects, and activities;
 - determine the needed adjustments to the work and financial plan as well as existing policies, programs, projects, and activities;
 - identify the hindering and facilitating factors as part of the lessons learned in the implementations of programs, projects, and activities;
 - present the physical and financial accomplishments including the results of assessments; and
 - present the personnel requirements of the organization.

3. The program owners shall develop their **Implementation Plan** and **M&E Plan** to ensure the successful execution and assessment of their PAPs.



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5959
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph



2025-03-05169

Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	1 of 5



4. The **Quarterly Physical and Financial Report** generated from the **PMIS** shall be submitted and presented to the Regional Office during **RMEA-PIRPA**.
5. All **FDs/Units of the RO and SDOs** shall submit the **RMEA-PIRPA** outputs five days before the scheduled presentation at <https://tinyurl.com/5fpz37ja>.
6. The activity shall employ **MS Teams** as a virtual platform for the presentation of their **Progress Accomplishment Report**.
7. The quarterly conduct of the RMEA-PIRPA roles and responsibilities in the M&E System, schedule, cluster grouping, Gawad-Agad, and RO/SDO participants is detailed in **Enclosure 1**.
8. For clarifications, please contact Willy C. Dumpit, PhD, Education Program Supervisor, Quality Assurance Division, at willy.dumpit001@deped.gov.ph.
9. Immediate and wide dissemination of this memorandum to all concerned is highly encouraged.


MARIA INES C. ASUNCION
Director IV
Regional Director

Encl.: As stated

Reference: DepEd Order No. 029, s. 2022; RM No. 0189, s. 2022

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

EVALUATION MONITORING PLANS PROGRAMS

QAD/wcd
03/20/2025

Enclosure to Regional Memorandum No. 0346, s. 2025

I. Roles and Responsibilities of Offices

M&E Systems	Overall Lead	Process Owner	Responsible Offices	Roles and Responsibilities
Regional	Regional Director	Quality Assurance Division (QAD)	All operating units	The QAD shall lead the conduct of quarterly MEA in the Regional and School Division operating units to track physical and financial accomplishments and assess the implementation progress of plans, programs, projects, and major activities.
Division	Schools Division Superintendent	School Governance Operations Division (SGOD)	All operating units	The SGOD, as the process owner of the Schools Division M&E System shall lead the quarterly MEA among school division operating units and schools to track physical and financial accomplishments and assess the implementation progress of plans, programs, projects, and major activities.
School	School Head	School Head	All personnel and stakeholders in the school	The School Head, as the process owner of the School M&E System, shall lead the conduct of quarterly MEA in the school to track physical and financial accomplishments and assess the progress implementation of plans, programs, projects, and major activities.

II. Schedule of Presentations

Governance Level	Quarter	Date
RMEA-PIRPA with RO FDs/Units	1	April 29, 2025
RMEA-PIRPA with SDOs		April 30, 2025
RMEA-PIRPA with RO FDs/Units	2	July 30, 2025
RMEA-PIRPA with SDOs		July 31, 2025
RMEA-PIRPA with RO FDs/Units	3	October 30, 2025
RMEA-PIRPA with SDOs		October 31, 2025
RMEA-PIRPA with RO FDs/Units	4	January 29, 2026
RMEA-PIRPA with SDOs		January 30, 2026

III. Cluster Grouping (RMEA-PIRPA with SDOs)

Schedule of Grouping	Clusters	SDOs
First Semester	Maka-Diyos	Agusan del Sur Dinagat Islands Surigao City
	Maka-Tao	Bayugan City Butuan City Cabadbaran City
	Makakalikasan	Bislig City Surigao del Norte Tandag City
	Makabansa	Agusan del Norte Siargo Islands Surigao del Sur
Second Semester	Maka-Diyos	Agusan Norte Agusan del Sur Bayugan City
	Maka-Tao	Bislig City Cabadbaran City Dinagat Islands
	Makakalikasan	Siargao Islands Surigao City Surigao del Norte
	Makabansa	Butuan City Surigao del Sur Butuan City

IV. Gawad-Agad Award

In accordance with Regional Memorandum No. 005, s. 2020, the prompt submission of reports will be recognized through the Gawad-Agad Award. The Regional Office, through the Quality Assurance Division (QAD) shall give the following award based on the given criteria:

Awards	Performance Level Descriptions
Gawad-Agad for Timeliness	Submission of an updated Progress Accomplishment Report at least one (1) week before or after the conduct of the activity
Gawad-Agad for Quality	- Demonstrates a clear understanding of the purpose of the report. - Gathers, evaluates, and analyzes relevant quantitative and qualitative information.
Gawad-Agad for Completeness	- Ensure that all table templates are accomplished. - Organizes tables in logical and coherent order.

The SDO can receive more than one (1) Gawad-Agad Award if it meets the above-stated criteria.

V. RO and SDO Participants

Activities	Participants
RMEA-PIRPA with FDs/Units	• Regional Director • Assistant Regional Director • Chiefs of Functional Divisions • Education Program Supervisors • Unit Heads
RMEA-PIRPA with SDOs	• Regional Director • Assistant Regional Director • Regional Field Technical Assistance Team • Schools Division Superintendents • Assistant Schools Division Superintendents • CID and SGOD Chiefs • Education Program Supervisors • Public Schools District Supervisors • SEPS and EPS-2, SMME The presenter in the SDO Progress Accomplishment Report shall follow the hierarchy in position depending on their availability, to wit: 1. Schools Division Superintendent 2. Assistant Schools Division Superintendent 3. Chief, SGOD or Chief, CID