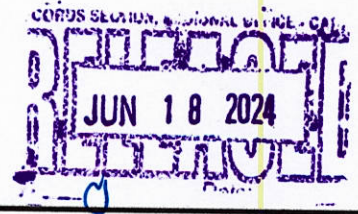




Republic of the Philippines
Department of Education
CARAGA REGION



June 18, 2024

REGIONAL MEMORANDUM

No. 0583, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

CORRIGENDUM TO REGIONAL MEMORANDUM NO. 0474, S. 2024 RE: CONDUCT OF WORKSHOP ON THE DEVELOPMENT OF MONITORING AND EVALUATION PLANS AND TOOLS FOR THE SCHOOL MENTAL HEALTH PROGRAM AND OTHER RELEVANT HEALTH PROGRAMS

1. In reference to the Office of the Undersecretary for Operations (OUOPS) Memorandum No. 2024-09-04810, Conduct of the Workshop on the Development of Monitoring and Evaluation (M&E) Plans and Tools for the School Mental Health Program and Other Relevant Health Programs, the field is hereby informed that the said training shall be on **June 24-28, 2024** at the **National Educators Academy of the Philippines (NEAP) Tuguegarao**.

2. In this regard, the following division Oplan Kalusugan sa DepEd (OK sa DepEd) /School Mental Health Program (SMHP) coordinators are requested to participate in this training:

Name	Division
Rudeline V. Azarcon	Tandag City
Vernalyn R. Badato	Bayugan City

3. Travelling expenses of participants shall be charged to the downloaded funds subject to the usual accounting and auditing rules and regulations. Travelling expenses in excess of the downloaded funds are requested to be charged against local funds.

4. Attached is a copy of the abovementioned Memorandum for your reference.

5. For your information and dissemination.

MARIA INES C. ASUNCION
Director III
Officer-in-Charge
Office of the Regional Director

Encls.: As stated.

Reference: OUOPS Memo No. 2024-09-04810, RM No. 0474, s. 2024

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

SCHOOL MENTAL HEALTH PROGRAM

OK SA DEPED

ESSD/jcc
06/18/2024



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Republika ng Pilipinas
Department of Education
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM
OM-OUOPS-2024-09-045/D

TO : **REGIONAL DIRECTORS AND BARMM EDUCATION MINISTER
SCHOOLS DIVISION SUPERINTENDENTS CONCERNED**

FROM : **ATTY. REVSEE A. ESCOBEDO**
Undersecretary for Operations   WGY

SUBJECT : **CONDUCT OF THE WORKSHOP ON THE DEVELOPMENT OF
MONITORING AND EVALUATION (M&E) PLANS AND TOOLS
FOR THE SCHOOL MENTAL HEALTH PROGRAM AND OTHER
RELEVANT HEALTH PROGRAMS**

DATE : May 27, 2024

The Department of Education (DepEd), through its mandate under Republic Act 11036 or the Mental Health Act, is implementing the School Mental Health Program (SMHP) to strengthen the mental health and well-being of learners. The SMHP, coordinated by the Bureau of Learner Support Services-School Health Division (BLSS-SHD), involves the implementation and facilitation of various mental health promotion projects and activities, and mental health and psychosocial support (MHPSS) services.

In line with DepEd's *Basic Education Monitoring and Evaluation Framework* (BEMEF) (i.e., DepEd Order No. 29, s. 2022), the BLSS-SHD acknowledges the significance of enabling systems such as the establishment of monitoring and evaluation (M&E) systems to strengthen the implementation of the SMHP and other relevant school health programs and to ensure their sustainability and continuous development.

Accordingly, the BLSS-SHD shall **conduct the workshop on the development of M&E plan/s and tools** for the implementation of the SMHP and other related health programs **on June 24-28, 2024, at the National Educators Academy of the Philippines (NEAP) Tuguegarao**. The objectives of the workshop are as follows:

- Discuss DepEd's Education Development Plans, M&E Framework, and M&E Process;
- Draft a results-based framework and set key performance indicators for SMHP and other related health programs; and
- Draft a comprehensive M&E plan and an integrated M&E tool for school health programs.

For further details regarding the indicative Program of Activities, refer to **Annex A**.

With this, **OK sa DepEd (OKD) Coordinators from Regional Offices (RO) and select Schools Division Offices (SDO) are invited to attend the workshop**. Target participants are coordinators with previous experiences in various M&E-related activities (e.g., drafting or conceptualizing monitoring activities or plans, developing monitoring tools, conducting monitoring activities) for school health-related programs. ROs are expected to identify and coordinate with their SDOs concerned for the selected SDO participants. All participants are expected to complete the Registration Form through this link: <https://bit.ly/MEDevJune2024> on/or before June 14, 2024.

For a complete list of the RO and SDO participant slots per region, refer to **Annex B**.

More details and information about the activity's conduct shall be provided through subsequent advisories.

Travel expenses shall be lodged under the SMHP Program Support Funds (PSF) for the DepEd Field Office participants or the office local funds for the BARMM participants, subject to the usual accounting and auditing rules and regulations.

Offices concerned are requested to grant compensatory time-off (CTO) to participating personnel, **as applicable**, computed against the actual days that they participate in the activity, in accordance with existing Civil Service Commission rules and regulations. Grant of CTO may be applicable to situations such as when personnel need to travel a day before the opening (Sunday) or a day after the closing (Saturday) due to the availability of flights, or when a day or some days within the duration of the activity fall/s under (a) [local] holiday(s).

For any queries or clarifications, **Ms. Amina Aisa Boncales**, *Technical Assistant II*, through email at schoolmentalhealth@deped.gov.ph cc: blss.shd@deped.gov.ph.

For appropriate action. Thank you.

[BLSS-SHD/AAB]

ANNEX A.

INDICATIVE PROGRAM OF ACTIVITIES* FOR THE DEVELOPMENT OF M&E TOOL FOR SCHOOL MENTAL HEALTH PROGRAM AND OTHER HEALTH PROGRAMS

DAY 1: Travel of Participants, Opening and Vision Setting			
Indicative Schedule	Activity	Activity Objectives	Office/Unit In-charge
8:00 AM – 12:00 NN	Arrival and Registration of Participants	-	Project Management Team (PMT)
12:00 NN – 1:00 PM	Lunch Break		
1:00 PM – 2:00 PM	Preliminaries, Opening Remarks, and Setting Expectations and Agenda	Orient participants on the background and objectives of the workshop	URE, ADG / DSGM, BLSS-SHD
2:00 PM – 3:00 PM	Orientation and Workshop on Setting of Vision for Mental Health and other relevant health programs in Basic Education	Set on participant's vision on learners' health and School Health's significance	BLSS-SHD
3:00 PM – 3:15 PM	PM Break		
3:15 PM – 4:15 PM	Open Discussion	Discussion and processing of visions set	BLSS-SHD
4:45 PM – 5:00 PM	End of Day Announcements	-	PMT
DAY 2: Situationer on SHD Programs, and Orientation on Monitoring & Evaluation			
Indicative Schedule	Activity	Activity Objectives	Office/Unit In-charge
8:00 AM – 8:30 AM	Preliminaries and Agenda Setting	-	PMT
8:30 AM – 9:30 AM	Quick Workshop on Gaps and Challenges in Achieving Visions on Learners' Health	Orient and align knowledge of participants on the health situation of learners	PMT
9:30 AM – 10:00 AM	Situationer on Learners' Health		BLSS-SHD
10:00 AM – 10:15 AM	AM Break		
10:15 AM – 12:00 NN	Orientation on DepEd's OK sa DepEd Program (SHD PPAs)	Orient and align knowledge of Participants on the current PPAs addressing challenges on learners' health situation	BLSS-SHD
12:00 NN – 1:00 PM	Lunch Break		
1:00 PM – 1:30 PM	Orientation on Monitoring and Evaluation Planning and Process	Increase knowledge and awareness of Participants on M&E Processes	Planning Service (PS) / Resource Person (RP)
1:30 PM – 2:00 PM	Orientation on the Basic Education Plans (e.g., BEDP, MATATAG), and Monitoring and	Orient Participants on the current M&E framework of DepEd	PS

	Evaluation Framework (BEMEF)		
2:00 PM – 3:00 PM	Current Central Office (CO) Monitoring and Evaluation Practices	Orient Participants on current as well as best practices on M&E within DepEd	Selected CO Office/s (i.e., DRRMS, NEAP, PS)
3:00 PM – 3:15 PM	<i>PM Break</i>		
3:15 PM – 4:15 PM	SHD PPAs Monitoring and Evaluation Practices	Orient Participants on current as well as best practices on M&E of SHD Programs	BLSS-SHD
4:15 PM – 4:45 PM	Open Forum	-	PMT
4:45 PM – 5:00 PM	End of Day Announcements	-	PMT
DAY 3: Drafting Results-based Framework and Setting Indicators			
Indicative Schedule	Activity	Activity Objectives	Office/Unit In-charge
8:00 AM – 8:30 AM	Preliminaries and Agenda Setting	-	PMT
8:30 AM – 10:00 AM	Orientation on the Results-based Framework and Setting Indicators	Discuss and provide instructions and materials/templates on development of RBF and setting indicators	PS / RP
10:00 AM – 10:15 AM	<i>AM Break</i>		
10:15 AM – 12:00 NN	Workshop on the Development of RBF	Draft RBF	PS / RP & BLSS-SHD
12:00 NN – 1:00 PM	<i>Lunch Break</i>		
1:00 PM – 2:00 PM	Continuation of Workshop on the Development of RBF	Draft RBF	PS / RP & BLSS-SHD
2:00 PM – 3:00 PM	Review of SHD Programs Indicators	Review and align indicators for SHD Programs	PS / RP & BLSS-SHD
3:00 PM – 3:15 PM	<i>PM Break</i>		
3:15 PM – 4:15 PM	Continuation of Review of SHD Programs Indicators	Review and align indicators for SHD Programs	PS / RP & BLSS-SHD
4:15 PM – 4:45 PM	Quick Presentation of Draft RBF and Aligned Indicators	Provide progress status and agreements on draft RBF and Aligned Indicators	BLSS-SHD
4:45 PM – 5:00 PM	End of Day Announcements	-	PMT
DAY 4: Drafting Monitoring and Evaluation Plan, and Quick M&E Tool			
Indicative Schedule	Activity	Activity Objectives	Office/Unit In-charge
8:00 AM – 8:30 AM	Preliminaries and Agenda Setting	-	PMT
8:30 AM – 10:00 AM	Orientation on the Development of M&E Plan and Tools	Discuss and provide instructions and materials/templates on development of RBF and setting indicators	PS / RP
10:00 AM – 10:15 AM	<i>AM Break</i>		
10:15 AM – 12:00 NN	Workshop on the Development of M&E Plan	Draft M&E Plan	PS / RP & BLSS-SHD
12:00 NN – 1:00 PM	<i>Lunch Break</i>		
1:00 PM – 2:00 PM	Continuation of Workshop on the	Draft M&E Plan	PS / RP & BLSS-SHD

	Development of M&E Plan		
2:00 PM – 3:00 PM	Workshop on the Development of Quick M&E Tool	Draft Quick M&E Tool	PS / RP & BLSS-SHD
3:00 PM – 3:15 PM	PM Break		
3:15 PM – 4:15 PM	Continuation Workshop on the Development of Quick M&E Tool	Draft Quick M&E Tool	PS / RP & BLSS-SHD
4:15 PM – 4:45 PM	Quick Presentation of Draft M&E Plan and Tool	Provide progress status and agreements on draft M&E Plan and Quick Tool	BLSS-SHD
4:45 PM – 5:00 PM	End of Day Announcements	-	PMT
7:00 PM onwards	Socials Night		
DAY 5: Summary, Ways Forward, and Closing			
Indicative Schedule	Activity	Activity Objectives	Office/Unit In-charge
8:00 AM – 8:30 AM	Preliminaries and Agenda Setting	-	PMT
8:30 AM – 9:30 AM	Summary and Conclusion of the Drafted Outputs	Present draft output/s from the workshops (i.e., indicators, RBF, & M&E Plan and Tool)	BLSS-SHD
9:30 AM – 10:00 AM	Ways Forward for M&E Activities	Discuss action plan for the development of M&E Plan and Tool/s and other M&E Activities	BLSS-SHD
10:00 AM – 10:15 AM	AM Break		
10:15 AM – 12:00 NN	Closing Ceremony	-	ADG / DSGM, BLSS-SHD
12:00 NN – 1:00 PM	Lunch Break		
1:00 PM onwards	Departure of Participants	-	-

**Subject to change without prior notice.*

ANNEX B.**PARTICIPANT SLOTS FOR FIELD OFFICE PARTICIPANTS**

Region	Target Participants	No. of Slots
Region I	Regional OKD Coordinator	1
	Division OKD Coordinator	1
Region II	Regional OKD Coordinator	1
	Division OKD Coordinator	2
Region III	Regional OKD Coordinator	1
	Division OKD Coordinator	2
Region IV-A	Regional OKD Coordinator	1
	Division OKD Coordinator	2
Region IV-B	Regional OKD Coordinator	1
	Division OKD Coordinator	1
Region V	Regional OKD Coordinator	1
	Division OKD Coordinator	1
Region VI	Regional OKD Coordinator	1
	Division OKD Coordinator	2
Region VII	Regional OKD Coordinator	1
	Division OKD Coordinator	2
Region VIII	Regional OKD Coordinator	1
	Division OKD Coordinator	1
Region IX	Regional OKD Coordinator	1
	Division OKD Coordinator	1
Region X	Regional OKD Coordinator	1
	Division OKD Coordinator	1
Region XI	Regional OKD Coordinator	1
	Division OKD Coordinator	1
Region XII	Regional OKD Coordinator	1
	Division OKD Coordinator	1
BARMM	Regional OKD Coordinator	1
	Division OKD Coordinator	1
CAR	Regional OKD Coordinator	1
	Division OKD Coordinator	2
CARAGA	Regional OKD Coordinator	1
	Division OKD Coordinator	1
NCR	Regional OKD Coordinator	1
	Division OKD Coordinator	2