

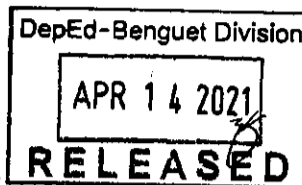


Republic of the Philippines
Department of Education
Schools Division of Benguet

13 April 2021

DIVISION MEMORANDUM

No. 122 s. 2021



TO: Functional Division Chiefs and Section Heads
 All Others Concerned

FINALIZATION OF 1st QUARTER DIVISION MONITORING, EVALUATION AND PLAN ADJUSTMENT REPORT

1. The Schools Division of Benguet shall conduct the Finalization of the 1st Quarter Division Monitoring, Evaluation and Plan Adjustment (DMEAPA) Report on April 15, 2021 (Thursday) at SDO Adivay Hall from 8 am to 5 pm.
2. This activity will allow the Functional Divisions to present, assess and evaluate the percentage of performance as to their objectives and target. Also, the activity will provide opportunities for plan adjustments, provisions of technical assistance and possible strategies and intervention for continuous improvement of programs, projects and activities aligned with the Division Annual Implementation Plan (DAIP), Division Education Development Plan (DEDP), Work and Financial Plan (WFP) and Program Management Information System (PMIS).
3. Relative to this, Section/Unit Heads shall submit their Quarterly Accomplishments of their Programs, Projects, Activities, Technical Assistance (TA) Accomplishment Report (1st Quarter), TA Plan (2nd Quarte) and Catch-up Plan following the prescribed templates which can be downloaded from <http://bit.ly/DMEAPATemplate>. Please submit to the Secretariat In-charge through their email address indicated below on or before April 15, 2021 for consolidation and reporting purposes.

Genevieve A. Yog-a	OSDS	genevieve.yoga@deped.gov.ph
Arceli A. Galasgas	CID	arceli.galasgas@deped.gov.ph
Greg F. Garcia	SGOD	greg.garcia@deped.gov.ph
Joven B. Agtani	Overall	joven.agtani@deped.gov.ph

4. Kindly refer to the list of participants (*Attachment 1*) and program of activities (*Attachment 2*) attached to this memo.
5. Identified participants shall adhere to the minimum IATF protocols and other health and safety measures in the conduct of the activity.
6. Meals and snacks shall be charged to the Division MOOE subject to the usual budget, accounting, and auditing rules and regulations.
7. Immediate and widest dissemination of this memorandum is desired.

References: DepEd Order No 12 s. 2020 also known as the Adoption of the Basic Education Learning Continuity Plan for School Year 2020-2021 in the Light of the COVID-19 Public Health Emergency; SDO Benguet Division Annual Implementation Plan 2021; SDO Benguet Division Education Development Plan; SDO Benguet Work and Financial Plan 2021, DepEd Order No. 11 s. 2021 Program Management Information System (PMIS)

GLORIA B. BUYA-AO
 Schools Division Superintendent



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ATTACHMENT 1: LIST OF PARTICIPANTS
FINALIZATION OF 1st QUARTER DIVISION MONITORING, EVALUATION AND PLAN ADJUSTMENT REPORT

No.	OSDS	Section	M	F
1	SDS Gloria B. Buya-ao	SDS		1
2	ASDS Samuel T. Egsaen Jr.	ASDS	1	
3	Glenn N. Duguis	Admin	1	
4	Susan CJ Dawang	Personnel		1
5	Joyce B. Gavino	Cash		1
6	Maricel Codimdim	Personnel		1
7	Florabel C. Balanon	Supply		1
8	Florabel E. Buclay	Budget		1
9	Florinda C. Pagoy	Accounting		1
10	Atty Nover B. Singgangan	Legal	1	
11	Eric B. Wanson	IT	1	
	SGOD			
12	Lucio B. Alawas	CES	1	
13	Cesar B. Luma-ang	EPS	1	
14	Dr. Mary Grace Matias	Health		1
15	Arvin M. Doman	SMN	1	
16	Jeanette I. Kiong	P&R		1
17	Stephen P. Bulalin	P&R	1	
18	Xylene Grail D. Kinomis	HRD		1
19	Kenneth W, Kelcho	YF	1	
20	Nerissa I. Barbosa	DRRM & SMN		1
21	Corazon B. Quipot	SMME		1
22	Engr. Melba Himoldang	PF		1
	CID			
23	Rizalyn B. Guznian	CES		1
24	Samuel S. Ayangdan	EPS-TLE	1	
25	Wilfred C. Bagsao	EPS-Math	1	
26	Merlyn Conchita De Guzman	EPS-Science		1
27	Norbert Lartec	EPS-Filipino	1	
28	Sonia D. Dupagan	EPS-LRMDS		1
29	Tito C. Bestre	EPS-ALS	1	
30	Rodriguez Belino	EPSP II- ALS	1	
31	Ludinia A. Sano-an	PSDS-Mankayan		1
	Secretariat			
32	Genevieve A. Yog-a	OSDS		1
33	Arceli A. Galasgas	CID		1
34	Greg F. Garcia	SGOD	1	
35	Joven B. Agtani	Overall	1	
	Total	35	16	19



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FINALIZATION OF THE 1ST QUARTER DIVISION MONITORING, EVALUATION AND PLAN ADJUSTMENT REPORT

15 APRIL 2021 | SDO Adivay Hall

PROGRAM OF ACTIVITIES

Time	Activity	Responsible Person
8:00-8:30	Registration	Secretariat
8:31-9:00	Opening Ceremonies Prayer Nationalistic Songs Recognition of Participants Welcome Remarks Message Statement of Purpose	Arceli A. Galasgas, <i>CID</i> Genevieve A. Yog-a, <i>OSDS</i> c/o MC ASDS Samuel T. Egsaen, Jr. SDS Gloria B. Buya-ao CES Lucio B. Alawas
9:01- 11:00	Revisiting Program Management Information System (PMIS)	Jeanette I. Kiong Planning Office III Rodriguez Belino EPSP II- ALS
10:01-10:15	<i>Health Break</i>	
11:01- 12:00	Presentation of PAPs- PMIS-based vis a vis 1 st Quarter PAPs- Accomplishments	Corazon C. Quipot SEPS- SMME
12:01-1:00	<i>Lunch Break</i>	
1:01-2:00	Issues and other Matters arising from the Consolidated Reports	All Concerned Units/Divisions
2:01-4:00	Presentation of Catch Up Plan (per Functional Division- OSDS, CID, SGOD)	All Concerned Units/Divisions
4:01-5:00	Presentation of Technical Assistance Accomplishment (1 st Quarter) and TA Plan (2 nd Quarter) Other Matters, Agreements & Ways Forwards	All Concerned Units/Divisions
	Closing Prayer	Greg F. Garcia, <i>SGOD</i>

Master of Ceremony: Kenneth W. Kelcho



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