



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

Office of the Schools Division
Superintendent

DIVISION MEMORANDUM

NO. 098, s. 2023

MAR 07 2023

**ORIENTATION ON DEPED ORDER NO. 29, S. 2022 TITLED ADOPTION OF THE
BASIC EDUCATION MONITORING AND EVALUATION FRAMEWORK (BEMEF)
CUM WORKSHOP IN CRAFTING THE IMPLEMENTATION PLAN
AND MONITORING AND EVALUATION (M & E) PLAN**

To: Assistant Schools Division Superintendent
CID & SGOD Chiefs
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. This Office, through the School Management Monitoring & Evaluation Unit shall conduct an Orientation on DepEd Order No. 029, s. 2022 titled ADOPTION OF THE BASIC EDUCATION MONITORING AND EVALUATION FRAMEWORK (BEMEF) CUM WORKSHOP IN CRAFTING THE IMPLEMENTATION AND M & E PLANS.
2. This activity aims to:
 - a. orient select Schools Division Office (SDO) Personnel and School Heads on BEMEF across governance levels;
 - b. define the role and responsibilities of the operating units in the Monitoring & Evaluation system and processes; and
 - c. guide SDO and schools in developing the Implementation and M & E plans for the monitoring and evaluation of the various Programs, Projects and Activities (PPAs) in the Department.
3. Attached are the Schedules, Expected Participants and Venue (Enclosure No. 1), and the Program of Activities (Enclosure No. 2) for the guidance of all concerned.
4. The meals and travel/incidental expenses of the Public Elementary and Secondary School Heads shall be chargeable against local funds subject to the usual accounting and auditing rules and regulations.
5. Observance of the required health standards and safety protocols during the activity is hereby enjoined.
6. Immediate dissemination of and compliance with this Memorandum are desired.

MICHELL L. ACOYONG, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



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(Enclosure No. 2 to Div. Memo No. 098, s. 2023)

PROGRAM OF ACTIVITIES

Time	Activity Content
A. March 13, 2023	
8:00 a.m. – 8:30 a.m.	Opening Program
8:31 a.m. – 9:15 a.m.	Topic 1: Orientation on DO No. 29 s. 2022
9:16 a.m. – 10:00 a.m.	Topic 2: M & E Mechanism
10:00 a.m. – 11:00 a.m.	Topic 3: Developing the Functional Division Implementation Plan
11:01 a.m. – 12:00 nn	Topic 4: Developing the Functional Division M & E Plan
B. March 14, 20, 21, and 22, 2023	
7:30 a.m. – 7:45 a.m.	Registration
8:00 a.m. – 8:30 a.m.	Opening Program
8:30 a.m. – 8:45 a.m.	Pre-test
8:45 a.m. – 9:30 a.m.	Leveling Off: Assessment of M & E Initiatives
9:30 a.m. – 9:45 a.m.	Health Break
9:45 a.m. – 11:00 a.m.	Topic 1: Orientation on DO No. 29 s. 2022
11:00 a.m. – 12:00nn	Topic 2: M & E Mechanisms (M & E System per Governance Level and Roles & Responsibilities of Offices)
12:00nn – 1:00 p.m.	Lunch Break
1:00 p.m. – 1:30 p.m.	Topic 3: Discussion for Workshop 1: Developing the Functional Division/ School Implementation Plan
1:30 p.m. – 2:15 p.m.	<i>Workshop 1:</i> Topic 3: Developing the Functional Division/ School Implementation Plan
2:16 p.m. – 2:45 p.m.	Presentation of Functional Division/ School Implementation Plan
2:46 p.m. – 3:00 p.m.	Health Break
3:01 p.m. – 3:30 p.m.	Topic 4: Discussion for Workshop 2: Developing the Functional Division/ School M & E Plan
3:31 p.m. – 4:15 p.m.	<i>Workshop 2:</i> Developing the Functional Division/ School M & E Plan
4:16 p.m. – 4:45 p.m.	Presentation of Functional Division/ School M & E Plan
4:46 p.m. – 5:00 p.m.	- Post Test - Closing Program





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(Enclosure No. 1 to Div. Memo No. 098, s. 2023)

SCHEDULES, EXPECTED PARTICIPANTS AND VENUE OF THE ACTIVITY

Date/ Time	Participants	Venue
March 13, 2023 8:00 a.m.-12:00 nn	SDO Planning and Appraisal Team: CID & SGOD Chiefs, AO V-Admin, select SGOD Personnel (SEPS-SMME/ /Human Resource & Development/Social Mobilization & Networking, and EPS II-SMME), Planning Officer III, Education Prog. Supervisor (SGOD), and 6 Div. Internal M & E	New SDO Conference Hall
March 14, 2023 7:30a.m. – 5:00 p.m.	SDO Personnel: PSDSs, EPSs, EPSAs, ITO, Legal Officer, Accounting III, AO V-Budget, AO IV (Property), AO IV (Records), Dentist II, PDO II-DRRM, PDO I-YFD, Engr. III, SEPS-Planning & Research, EPS II-Soc. Mob.	New SDO Conference Hall
March 20, 2023 7:30a.m. – 5:00 p.m.	Public Elementary and Secondary School Heads: K I (13) and K III (19)	New SDO Conference Hall
March 21, 2023 7:30a.m. – 5:00 p.m.	Public Elementary and Secondary School Heads: K II (14) and K V (18)	New SDO Conference Hall
March 22, 2023 7:30a.m. – 5:00 p.m.	Public Elementary and Secondary School Heads: K IV (27)	New SDO Conference Hall

