



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

Office of the Schools Division  
Superintendent

APR 14 2023

**DIVISION MEMORANDUM**  
NO. 140, s. 2023

**CONDUCT OF FIRST QUARTER DIVISION MONITORING, EVALUATION AND  
ADJUSTMENT (DMEA) POST CONFERENCE, AND APPRAISAL  
OF IMPLEMENTATION AND M & E PLANS**

TO: Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
Administrative Officer V  
All Others Concerned

1. This Office, through the School Governance and Operations Division, will conduct the First Quarter Division Monitoring, Evaluation and Adjustment (DMEA) Post Conference, and Appraisal of Implementation and M & E Plans on April 18, 2023 from 8:00 a.m. to 5:00 p.m. at the New SDO Conference Hall.
2. The activity aims to:
  - a. present the summary of identified issues and concerns from Q1 DMEA that need Technical Assistance;
  - b. present the Q1 QATAME results;
  - c. appraise the Implementation and M & E Plans (adopted DO No. 29, s. 2023) of the different Program Owners; and
  - d. quality assure the Monitoring tools drafted by Program Owners.
3. The participants (see attached Enclosure No. 1) are expected to bring their Implementation and M & E Plans (adopted from DO No. 29, s. 2022), and drafted Monitoring Tools of assigned program/s.
4. Observance of the required health standards and safety protocols during the activity is hereby required.
5. Also attached is the Indicative Program of Activities (Enclosure No. 2).
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. 1 to the Division Memorandum No. 160, s. 2023)

LIST OF PARTICIPANTS

Name	Functional Division	Position/Designation
1. Cecilia G. Abello	SGOD	Chief
2. Junry M. Esparar	CID	OIC-Chief
3. Arnold S. Magdaet	OSDS	AO V
4. Lyn Rose E. Otea	OSDS	AO V
5. Meralie Mae B. Guladrappa	OSDS	Accounting III
6. Archiebal A. Poyogao	OSDS	ITO
7. Dino Alexandrino Xenos Lopez	OSDS	AO IV (a.m. only)
8. Chris G. Erabon	OSDS	AO IV (a.m. only)
9. Jorel J. Diagmel	OSDS	AO II (a.m. only)
10. Janelyn Toresis	OSDS	AO II (a.m. only)
11. Analie V. Almaiz	CID	EPS (p.m. only)
12. Rene S. Erillo	CID	EPS (p.m. only)
13. Romeo G. Poyogao	CID	EPS (p.m. only)
14. Blas P. Tabayag, Jr.	CID	EPS (p.m. only)
15. Elvie R. Verde	CID	EPS (p.m. only)
16. Eden Joy B. Nifras	CID	EPS (p.m. only)
17. Mary Helen M. Bocol	CID	EPS (p.m. only)
18. Julieta V. Gempison	SGOD	EPS
19. Dinah T. Gatilago	CID	Div. Val. Ed. Coordinator
20. Helen M. Mambalos	CID	PSDS – K I
21. Saturnino T. Pabalinas Jr	CID	PSDS – K II
22. Larlin Q. Quirit	CID	PSDS – K III
23. Jolly G. Gariando, Jr.	CID	PSDS – K IV
24. Mary Joan G. Dayon	CID	PSDS – K V
25. Nemia T. Lucerna	CID	EPS II - ALS
26. Jonalyn A. Dela Cerna	SGOD	SEPS
27. Eulyne D. Lucerna	SGOD	SEPS
28. Sheina S. Saquian	SGOD	SEPS
29. Arnie G. Besas	SGOD	PO III
30. Rictee I. Resano	SGOD	PDO III
31. Raymond G. Noquilla	SGOD	Engineer III
32. Aldwin Marco P. Bendo	SGOD	Dentist II
33. Aldrin T. Ballentos	SGOD	EPS II - SMME
34. Xyzette V. Ganza	CID	EPS/Internal M & E
35. Jacqueline B. Dagunan	CID	PSDS/Internal M & E
36. Kean Von G. Yupracio	SGOD	EPS II/ Internal M & E
37. Dexyll Garl De Jesus	SGOD	PDO I/Internal M & E
38. Anjie E. Aliling	OSDS	AA II/ Internal M & E
39. Gilbert C. Biaco	OSDS	AO II/ Internal M & E



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(Enclosure No. 2 to the Division Memorandum No. 140, s. 2023)

INDICATIVE PROGRAM OF ACTIVITIES  
April 18, 2023

Time	Activity	Person-In-Charge
7:15 a.m. to 7:30 a.m.	Registration	Division Internal M & E
7:30 a.m. to 8:00 a.m.	Opening Program National Anthem Opening Prayer Hymns Checking of Attendance Opening Remarks Message	Division Internal M & E
8:00 a.m. to 11:00 a.m.	Presentation of summary of issues and concerns identified from Q1 DMEA that need TA Provision  Feedback on the conduct of Q1 DMEA	Jonalyn A. Dela Cerna SEPS – SMME
11:00 a.m. to 12:00 nn	Presentation of QATAME results	Aldrin T. Ballentos EPS II – SMME
12:00 nn to 1:00 p.m.	Lunch Break	
1:00 p.m. to 3:00 p.m.	Appraisal of Implementation and M & E Plans	Division Appraisal Team
3:00 p.m. to 4:30 p.m.	Presentation of M & E Tools drafted	Jonalyn A. Dela Cerna SEPS - SMME
4:30 p.m. to 5:00 p.m.	Closing Program Next Steps Closing Remarks Closing Prayer Photo Documentation	Division Internal M & E



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