



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

February 3, 2021

REGIONAL MEMORANDUM

No. **051**, s. 2021

**SCHEDULES OF THE 2020 QUARTER 4 AND 2021 QUARTERLY REGIONAL
MONITORING, EVALUATION AND ADJUSTMENT (RMEA)**

To: Schools Divisions Superintendents
Regional Office Division Chiefs
All Others Concerned

1. Pursuant to the regional mandate of assuring the quality implementation of the office functions, processes, programs and projects and for the sustainability in the implementation of the monitoring and evaluation system, this Office, through the Quality Assurance Division (QAD) announces the conduct of the 2020 Quarter 4 and the 2021 Quarterly Regional Monitoring Evaluation and Adjustment (RMEA) on the following schedules:

MEA Timeline	Schools Division Offices (SDOs) Virtual RMEA	Regional Office (RO) Divisions
CY 2020 Quarter 4	February 16-17, 2021	February 18-19, 2021
CY 2021 Quarter 1	April 20-21, 2021	April 22-23, 2021
CY 2021 Quarter 2	July 20-21, 2021	July 22-23, 2021
CY 2021 Quarter 3	October 26-27, 2021	October 28-29, 2021
CY 2021 Quarter 4	January 25-26, 2022	January 27-28, 2022

2. The objectives of the said activity are the following:
- Present the physical output and financial accomplishments vis-à-vis quarterly targets, and other qualitative and quantitative information of the Office of the Schools Division Superintendent (OSDS), Curriculum and Instruction Division (CID), and School Governance and Operation Division (SGOD) of the 13 SDOs and the RO divisions;
 - Present implementation updates of the DepEd mandated programs and projects managed by the SDOs and RO in terms of achieving outputs vs. target, resolving issues and risks, and movement towards achieving higher objectives (results/outcomes);



- c. Present the dashboard and analysis of the performance indicators available for the quarter; and
 - d. Solicit and resolve issues and concerns relative to the quarterly implementation of plans, programs and projects.
3. The virtual activity will be using Google. The link to the said online activity will be sent through the office or personal DepEd email accounts of the identified participants one working day before the schedule. The Division Monitoring and Evaluation (M&E) Coordinator will facilitate the setting up of the technical requirements at the respective SDOs with the assistance of the ITO.
4. The participants to the activity are the personnel identified in the table below:

SDOs		RO	
<i>Virtual Participants</i>		ORD (PAU, ICTU, Legal Units)	4
ASDS/SDS	13	ARD	1
CID Chief	13	Admin (Chief & SAO)	7
SGOD Chief	13	CLMD (Chief & 1 EPS)	3
M&E Coordinator	13	ESSD (Chief & 1 Unit Head)	3
Budget Officer	13	Finance (Chief, Budget Officer, Chief Accountant, SAO)	4
<i>On-site Participants</i>		FTAD (Chief & 1 EPS)	2
ARD	1	HRDD (Chief & 1 EPS)	2
RO Chiefs	8	PPRD (Chief & EPS)	2
QAD Personnel	7	QAD (Chief, 6 EPS & 1Staff)	7
RO Budget Officer	1		
FTAD Personnel	1		
TOTAL	83		35

5. The identified RO Officials and personnel will observe and validate the online presentation of the SDOs' accomplishments at the RELC-NEAP, DepEd RO8. Thus, all SDOs are advised to submit the required DMEA reports online through records.region8@deped.gov.ph at least one working day before the scheduled activity for pre-validation. The data requirements to be reported during the activity shall be based on the agreed outputs of the Quarterly Completed Staff Work (CSW) with the Division Quality Management Team (DQMT) conducted prior to the RMEA schedules. To facilitate the prompt submission of the said reports and to immediately respond to the online MEA updates, a Php300 internet load will be provided to all Division M&E Coordinators.

6. The RMEA of the RO Functional Divisions will be conducted in the above-mentioned venue through a face-to-face meeting with the observance of the DOH/IATF guidelines and protocols.

7. The expenses for the lunch, two snacks, and other incidental expenditures incurred in the conduct of the activity for both RO and SDOs shall be charged to the QAD funds subject to usual accounting and auditing rules and regulations. The SDO allocation for the lunch and two snacks within the duration of the activity and the internet load shall be downloaded to the respective SDOs as a support fund.

8. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO IV
Director IV 

Enclosures: None

References: QAD 2020 and 2021 AIP

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

ADJUSTMENT EVALUATION MONITORING PERFORMANCE STANDARD

QAD-SST

