



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

November 18, 2021

**REGIONAL MEMORANDUM**

No. **087806**, s. 2021

**RESETTING OF SCHEDULE AND CHANGE OF MODALITY IN THE CONDUCT OF THE 2021  
QUARTER 4 REGIONAL MONITORING, EVALUATION AND ADJUSTMENT (RMEA)  
WITH THE REGIONAL OFFICE (RO) DIVISIONS**

To: Regional Office Division Chiefs  
All Others Concerned

1. The arrangement of schedules of the queued up regional activities for the last quarter of 2021 was reviewed and finalized to ensure proper and appropriate delivery of prioritized year-end outputs and processes as a result of the Quarter 3 adjustment of plans. Consequently, this Office, through the Quality Assurance Division (QAD) announces the resetting of the 2021 Quarter 4 Regional Monitoring Evaluation and Adjustment (RMEA) schedules from December 20-21, 2021 to January 18-19, 2021 for the Schools Division Offices (SDOs) and December 27-28, 2021 to January 20-21, 2022 for the Regional Office (RO) Divisions.
2. The said activity will be conducted through face-to-face modality to ensure quality validation of data and accuracy of information to be reflected in the year-end accomplishment report that will serve as basis for the office performance. The venue will be disseminated in a separate memorandum.
3. The participants to this face-to-face activity are as follows:

RO Division		SDO	
ORD (RD, Staff, PAU, ICTU, Legal Units)	5	Assist. Schools Division Supt. (ASDS)	14
Assistant Regional Director	1	SGOD Chief	13
Admin (Chief, SAO, & Section Heads)	7	M&E SEPS/Coordinator	13
CLMD (Chief & 1 EPS)	2		
ESSD (Chief & 1 Unit Head)	2	Regional Director & Staff	2
Finance Division (Chief, Budget Officer, Chief Accountant, SAO)	4	Assistant Regional Director	1
FTAD (Chief & 1 EPS)	2	RO Chiefs	8
HRDD (Chief, & 1 EPS)	2	RO Budget Officer	1



PPRD (Chief & EPS)	2	FTAD Personnel	1
QAD (Chief, 6 EPS & 1 Staff)	2	QAD ( 6 EPS & 1 Staff)	7
<b>Sub-Total</b>	<b>29</b>	<b>Sub-Total</b>	<b>60</b>
<b>TOTAL NO. OF PARTICIPANTS</b>			<b>89</b>

4. The actual validation of the SDO MEA Report shall be done onsite while for the RO Divisions shall be facilitated by the QAD a week before the scheduled activity in its respective offices. Thus, the RO Divisions and SDOs are required to submit the MEA Reports to QAD through [qad.region8@deped.gov.ph](mailto:qad.region8@deped.gov.ph) on or before January 7, 2021 and January 14, 2022 respectively. Moreover, FTAD and CLMD shall also be furnished with the copies of the cited reports for office reference.

5. The participants are advised to strictly follow the health and safety protocols of the IATF during the conduct of the above-mentioned face-to-face activity such as wearing of facemask, social distancing, and frequent use of alcohol or sanitizer.

6. The expenses for travel of RO personnel, if needed, meals and accommodation of all the participants shall be charged to the QAD fund while travel and other incidental expenses of the SDO participants to their respective local funds, subject to the availability of funds and usual accounting and auditing rules and regulations.

7. All the provisions and requirements stipulated in the previous issuances relative to the said activity that are inconsistent to this memorandum are hereby repealed.

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

  
**EVELYN R. FETALVERO, CESO IV**  
 Regional Director *MF*

Enclosures: None

Reference: Regional Memorandum No. 243, s. 2021

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

**ADJUSTMENT    EVALUATION    MONITORING    PERFORMANCE    STANDARD**

QAD-SST

