



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

January 4, 2022

**REGIONAL MEMORANDUM**

No. **000017**, s. 2022

**SCHEDULES OF THE 2022 REGIONAL MONITORING, EVALUATION, AND  
ADJUSTMENT (RMEA) OF SCHOOLS DIVISION OFFICES (SDOS) AND  
REGIONAL OFFICE (RO) DIVISIONS**

To: Schools Division Superintendents  
Regional Functional Division Chiefs  
All Others Concerned

1. Pursuant to the regional mandate of assuring the quality implementation and sustainability of the monitoring and evaluation system specifically in the delivery of office functions, processes, programs, and projects, this Office, through the Quality Assurance Division (QAD) announces the conduct of the 2022 Regional Monitoring, Evaluation, and Adjustment (RMEA) on the following schedules:

RMEA TIMELINE	RMEA with SDOs	RMEA with RO Divisions
CY 2022 Quarter 1	April 19-20, 2022	April 21-22, 2022
CY 2022 Quarter 2	July 19-20, 2022	July 21-22, 2022
CY 2022 Quarter 3	October 11-12, 2022	October 13-14, 2022
CY 2022 Quarter 4	December 13-14, 2022	December 15-16, 2022

2. The objectives of the said activity are the following:

a. present the:

- i. physical output and financial accomplishment 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 Division Offices;
- ii. implementation updates of the DepEd mandated programs and projects (PAPs) managed by the SDOs and RO in terms of achieving outputs vs. targets, resolving issues and risks, and movement toward achieving higher objectives (results/outcomes);



- iii. dashboard and analysis of the performance indicators available for the quarter;
  - iv. implementation status of Office core processes of RO Divisions re: accomplishments of outputs against standards and requirements; and
- b. solicit and resolve issues and concerns relative to the quarterly implementation of processes, plans, programs, and projects.

3. The quarterly RMEA for both the SDOs and RO Divisions shall be conducted through a face-to-face modality with the strict observance to the Inter-Agency Task Force (IATF) health and safety protocols and requirements. The venue shall be announced in a separate memorandum.

4. The participants to the activity are the personnel identified in the table below:

RMEA with SDOs		RMEA with RO Divisions	
SDS/ASDS	13	ORD ( <i>RD and Staff, PAU, ICTU, Legal Unit</i> )	5
Division Chiefs (CID & SGOD)	26	ARD	1
M&E Coordinator/SEPS-M&E	13	Admin ( <i>Chief, SAO, and Section/ Unit Heads</i> )	7
Division Planning Officer	13	CLMD ( <i>Chief and 1EPS</i> )	2
Regional Director and Staff	2	ESSD ( <i>Chief and 1 Unit Head</i> )	1
Assistant Regional Director	1	Finance ( <i>Chief, SAO, Chief Accountant, and Budget Officer</i> )	4
RO Division Chiefs	8	FTAD ( <i>Chief &amp; 1 EPS</i> )	2
QAD Education Program Supervisors (EPS) and Staff	7	HRDD ( <i>Chief, 1 EPS, Dorm Manager</i> )	3
RO Budget Officer	1	PPRD ( <i>Chief, 1 EPS, &amp; Planning Officer</i> )	3
FTAD EPS	1	QAD ( <i>Chief, 6 EPS, &amp; 1 Staff</i> )	8
<b>Sub-Total</b>	<b>85</b>		<b>36</b>
<b>TOTAL</b>			<b>121</b>

5. The validation of the quarterly DMEA Result of SDOs shall be done in the morning of Day 1 of every quarterly RMEA by the assigned partner SDO that will be announced during the 2022 Quarter 1 Completed Staff Work (CSW). The validated DMEA Reports of SDOs shall be submitted before the start of the presentation. Likewise, the validation of the internal MEA Report of the RO Divisions shall be done one (1) week before the scheduled RMEA by the QAD Chief and EPSs. Thus, the RO Division Chiefs are advised to facilitate the submission of the internal MEA Report to the QAD through [qad.region8@deped.gov.ph](mailto:qad.region8@deped.gov.ph) at least two (2) working days before the RMEA schedule.

6. The expenses for the meals and accommodation of all the participants shall be charged to the QAD funds while the travel expenditures to local funds, subject to the usual accounting and auditing rules and regulations. The first meal is dinner of Day 0 and last meal is afternoon snack of Day 2.

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

*For:* *nmj*  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director *EF*

QAD-SST

