



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

April 2, 2024

**REGIONAL MEMORANDUM**

No. 402 s. 2024

**ON-SITE MONITORING ON THE IMPLEMENTATION OF THE CATCH-UP  
FRIDAYS (PROJECT BIYERNES) AND OTHER PROGRAMS AND  
PROJECTS OF THE CURRICULUM AND LEARNING  
MANAGEMENT DIVISION (CLMD)**

To: Schools Division Superintendents  
All Others Concerned

1. Complying with DepEd Memorandum No. 001, s. 2024 dated January 10, 2024, this Office, shall conduct an On-site Monitoring on the Implementation of the Catch-Up Fridays and other Programs and Projects of the CLMD every Friday starting April 5, 2024.
2. During the monitoring activity, if the identified member fails to participate due to valid reason, any member of the other teams can join the said activity.
3. The Monitoring Tool and the list of the Composite Team are hereto attached.
4. Travel and incidental expenses shall be charged against local funds/MOOE or other applicable sources of funds, subject to the existing accounting and auditing rules and regulations.
5. Immediate dissemination of and compliance with this Memorandum are desired.

*f. Evelyn R. Fetalvero*  
EVELYN R. FETALVERO CESO IV  
Regional Director  
DEPARTMENT OF EDUCATION  
RECORDS SECTION, REGIONAL OFFICE NO. VIII  
**RELEASED**  
402  
By: *[Signature]* Date: 4/4/24

Enclosure: As stated

Reference: DepEd Memorandum No. 001, s. 2024

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

CATCH-UP FRIDAY GUIDELINES MONITORING OFFICIALS

CLMD-NPJ

Enclosure No. 1 to Regional Memorandum No. 602, 2024

**CATCH-UP FRIDAYS MONITORING TOOL**

Name of School: \_\_\_\_\_ School ID: \_\_\_\_\_  
 Address: \_\_\_\_\_ Contact No./E-mail: \_\_\_\_\_  
 Division: \_\_\_\_\_  
 School Head: \_\_\_\_\_  
 Grade Level/Section: \_\_\_\_\_  
 Enrolment: \_\_\_\_\_ Actual Attendance: \_\_\_\_\_  
 Teacher: \_\_\_\_\_ Date: \_\_\_\_\_

No	Description	Evident	Not Evident	Remarks
1.	<b>School Readiness</b>			
	-The school head conducted an orientation for Catch-Up Fridays ( Project BIYERNES) to teachers and stakeholders			
	- The school has learners profile: <ul style="list-style-type: none"> <li>• CRLA (Key Stage 1)</li> <li>• Phil-IRI Assessment (Key Stage 2)</li> </ul>			
	• List of learners under Intervention Reading Activities (Key Stage 3 and 4)			
	• List of Learners under Enhancement Reading Activities (Key Stage 3 and 4)			
	- The school has printed copy of DepEd Memorandum No. 001 s. 2024			
	- The school/class adviser has prepared and printed, and posted the class program for the Catch-Up Fridays			
2.	<b>Learning Resources</b>			
	- The school has inventory of learning resources - The school has available storybooks, big books, and picture books.			
3.	<b>Availability of other references</b>			
	-The school has available other supplementary materials in reading.			
4.	<b>Learning Environment</b>			
	- The classroom arrangement is conducive to reading activities. - The classroom has comfortable seating arrangements for individual and group reading.			

<b>5.</b>	<b>Teachers' Activities</b>			
	- Organizes Catch-Up Friday Committee			
	- Maintains logbook/ list of resources			
	- Prepares the following: <ul style="list-style-type: none"> <li>✓ Teaching Guides</li> <li>✓ Lesson Exemplars for the reading activity</li> <li>✓ Lesson Plan</li> </ul>			
<b>6.</b>	<b>Learners' Activities</b>			
	✓ Drop Everything and Read (DEAR)			
	✓ Teacher Read-Aloud			
	✓ Book Talk			
	✓ Choral Reading			
	✓ Partner Reading			
	✓ Read-A-Thon			
	✓ Others			
<b>Issues and Concerns</b>				
<b>Recommendations/ Suggestions</b>				
<b>General Observations and Findings</b>				

Monitored by:

\_\_\_\_\_  
 (Signature over Printed Name)  
 Date: \_\_\_\_\_

\_\_\_\_\_  
 (Signature over Printed Name)  
 Date: \_\_\_\_\_

\_\_\_\_\_  
 (Signature over Printed Name)  
 Date: \_\_\_\_\_

\_\_\_\_\_  
 (Signature over Printed Name)  
 Date: \_\_\_\_\_

Concurred:

\_\_\_\_\_  
 (Signature over Printed Name)  
 Date: \_\_\_\_\_

Enclosure No. 2 to Regional Memorandum No. 602, 2024

**MONITORING COMPOSITE TEAM**

<b>Team</b>	<b>Names</b>	<b>Division</b>
A	Mercedes D. Sarmiento	Baybay City Maasin City Southern Leyte
	Dr. Rosemarie M. Guino	
	Dr. Marlou Camposano	
	Rachelle R. Cuevas	
	Dr. Ernani S. Fernandez	
B	Dr. Harvie D. Villamor	Ormoc City Biliran
	Dr. Dandy G. Acuin	
	Sonny Tayum	
C	Dr. Alejandra B. Lagumbay	Northern Samar Calbayog City
	Dr. Gertrudes C. Mabutin	
	Dr. Nova P. Jorge	
	Geraldine Mangaliman	
	Dean Ric M. Endriano	
	Dina Superable	
D	Alma E. Suyom	Catbalogan City Samar
	Dr. Alfredo P. Cafe	
	Dr. Jimmy Gula	
	Dr. Rowena T. Vacal	
	Dr. Melvin Chito Solis	
E	Cesar P. Veronque	Borongan City Eastern Samar
	Dr. Ryan R. Tiu	
	Joy B. Bihag	
	Dr. Gerardo Adtoon	
F	Dr. Rita R. Dimakiling	Tacloban City Leyte
	Dr. Amenia C. Aspa	
	Dr. Rex Briones	
	Ms. Margie Sarmiento- Balledo	
	Dr. Reynaldo Nayre	