



Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE




04 January 2023

**DIVISION MEMORANDUM**  
**DM No. 002, s. 2023**

**M&E CORE YEAR-END REPORTING AND PLANNING MEETING FOR THE  
FINALIZATION OF PROJECT APPRAISE 2023**

**To:** Assistant Schools Division Superintendents  
Division Chief, SGOD  
M&E Core Team  
All Others Concerned

1. In connection with the implementation of Project APPRAISE 2023, this Office through the SGOD-SMME will conduct an in-person activity with the M&E core group on January 9-11, 2022 at Sevilla's Farm and Resort, Lucena City (Butterfly Garden).
2. This activity has the following objectives:
  - a. To present accomplishments and evaluate Project APPRAISE 2022 for CI;
  - b. To prepare the core group's action plan/finalize 2023 Project APPRAISE; and
  - c. To present the approved budget for FY 2023
3. Kindly see the list of participants in the Enclosure.
4. Participants from remote stations may have a Day 0 at the venue on January 8, 2023. Please coordinate with the PMT for arrangements.
5. The program managers and participants are expected to observe minimum health protocols in accordance with IATF guidelines throughout the duration of the activity.
6. Participants are reminded to bring laptop and extension wires.
7. Travel expenses incurred in this activity shall be charged against the Division/school MOOE, whereas food, venue rental and incidental expenses shall be charged against the HRTD fund, subject to the usual accounting rules and procedures.
8. Immediate dissemination of this Memorandum is desired.

  
**ELIAS A. ALICAYA JR., EdD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

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[Enclosure to DM No. 105, s. 2023]

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FINALIZATION OF PROJECT APPRAISE 2023**

List of Participants

<b>Name</b>	<b>Role</b>
Oscar R. Duma Jr.	PMT/Proponent
Bernadit M. Tupas	PMT/Proponent
Sarah O. Mendoza	Member/Participant
Jeric V. Prudente	Member/Participant
Charisse Joyce D. Enriquez	Member/Participant
Edmond J. Malihan	Member/Participant
Leo Ruelo Jr.	Member/Participant
Maricel C. Andes	Member/Participant
Raenel P. Rodil	Member/Participant
Jerome M. Rodil	Member/Participant
Realou E. Año	Member/Participant
Nollan C. Lachica	Member/Participant
John Mark V. Arche	Member/Participant
Aivie A. Rabe	Member/Participant
Sherry Ann R. Casapao	Member/Participant

-Nothing follows.

