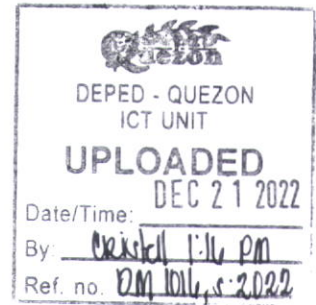




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE




05 December 2022

DIVISION MEMORANDUM
DM No. 1016, s. 2022

PREPARATION OF THE SCHOOL M&E PLAN FOR SY 2022-2023

To: Assistant Schools Division Superintendents
Division Chiefs
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. As mandated by DepEd Order No. 029, s. 2022 (Adoption of the Basic Education Monitoring and Evaluation Framework [BEMEF]), this Office through the SGOD-SMME requires all public elementary and secondary schools to develop their respective **School M&E Plan** for the current school year.
2. This Order defines the School M&E Plan as a document that provides guidance on the purpose and process of conducting M&E of any programs, policies, projects, office mandates, and activities. It has four core processes, such as the establishment of the scope and purpose of M&E; data collection and management; data analysis; and M&E results reporting, dissemination, and utilization.
3. The development of tools for data collection shall be guided by the M&E Plan. Prescribed M&E tools may be provided by higher governance levels, while schools may customize their own tools based on needs.
4. For uniformity across all public schools in the Division, please be guided by the suggested template which can be downloaded from **tinyurl.com/schoolMEplan2223**. Kindly furnish the Division with a copy on or before **December 30, 2022**, through **tinyurl.com/submitSchoolMEplan**.
5. Wide dissemination of and strict compliance to this Memorandum is desired.


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

smmeord/12/05/2022
DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"
Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
Email Address: quezon@deped.gov.ph
Website: www.depedquezon.com.ph