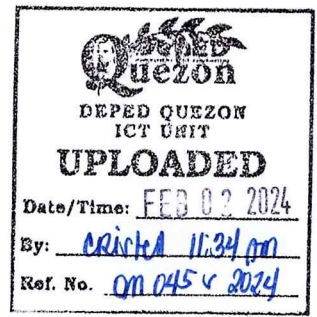




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



29 January 2024

OFFICE MEMORANDUM
OM No. 045, s. 2024

**ORIENTATION MEETING OF DIVISION SECTION/UNIT HEADS AND DESIGNATED M&E
FOCAL PERSONS FOR EACH OPERATING UNIT**

To: Assistant Schools Division Superintendents
Division Chiefs
Division Section/Unit Heads
Operating Unit M&E Focal Persons
All Others Concerned

With reference to **Office Memorandum No. 030, s. 2024** (Submission of Names of Designated M&E Focal Person Per Operating Unit in the Schools Division Office) dated January 18, 2024, the School Governance and Operations Division – School Management Monitoring and Evaluation (SGOD-SMME), being the process owner of the Schools Division Monitoring and Evaluation (M&E) System as per **DepEd Order No. 029, s. 2022** (Adoption of Basic Education Monitoring and Evaluation Framework), will conduct an **orientation meeting** with the Division Section/Unit Heads with their designated M&E focal persons on **February 16, 2024**, 9:00 a.m. – 12:00 p.m. at the **Division Library Hub**.

The conduct of the said orientation meeting seeks to discuss with the participants their roles and responsibilities in the implementation of M&E system in the Division, and present the M&E tool which will be used in the reporting of their respective PPAs during the quarterly Program Implementation Review (PIR).

Please see the Enclosure for the list of participants.

Immediate dissemination of and compliance with this Memorandum is highly desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

smemgd01/29/2024

DEPEDQUEZON-TM-SDS-04-010-005



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Enclosure to OM No. 045, s. 2024

List of Participants

	Name	Position/Designation
1	ELIZABETH M. DE VILLA	SGOD Chief
2	LORENA S. WALANGSUMBAT	CID Chief
3	RAUL R. AGARAN	EPS, SGOD
4	MICHELLE G. DUMA	SEPS, SMME Division M&E Focal Person
5	OSCAR R. DUMA JR.	SEPS, PAR
6	MARBIN JERAMIL D. FRAGATA	PO III
7	MARK ANGELO M. TUISAN	PDO I, YFS SGOD M&E Focal Person
8	JAIME F. ZARA JR.	PSDS CID M&E Focal Person
9	MARIE ANTOINETTE A. TESALONA	Medical Officer III
10	MA. TERESITA M. ABELLA	Nurse II, SHS SGOD-SHS M&E Focal Person
11	MARIA DOLORES D. ATIENZA	Administrative Officer V
12	ARLENE M. TOLENTINO	AO II Admin-GSS M&E Focal Person
13	SHERELYN O. PARDILLA	AO IV/Records Officer
14	MARISYLL JUDEE G. MENDOZA	ADAS II Records M&E Focal Person
15	SHIELA E. JAVEN	AO IV
16	MARY JOYCE VIVAR	ADAS II Cash M&E Focal Person
17	CATHERINE A. PUREZA	AO IV/Budget Officer
18	EDMUNDO I. MARIN JR.	Accountant III
19	CAMILLE C. NOMBREFIA	ADAS III Accounting M&E Focal Person
20	REXCIA MARIE B. BALDEO	Attorney III
21	HILARIONA E. CORONADO	AO IV/Procurement Officer

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22	PENELOPE ANN A. VILLAFLORES	AA VI Legal M&E Focal Person
23	WILBERT B. PORTEZA	ITO I
24	CRISTELL MAE DIANNE M. SUANTE	AA VI ICT M&E Focal Person
25	GEORGE D. AGUILA	AO IV/Supply Officer
26	MICHELLE P. DE MESA	ADAS III Supply M&E Focal Person
27	WENNIE O. GAELA	AO IV/HRMO
28	THERESE O. PARDO	ADAS II Personnel M&E Focal Person
29	FLORICEL R. LAGOS	ADAS III OSDS M&E Focal Person

[Nothing follows.]

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