



Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF SORSOGON
Sorsogon

June 11, 2024

DIVISION MEMORANDUM
No. 127, S. 2024

**RECONSTITUTION OF THE DIVISION MONITORING AND EVALUATION TEAM
(DMET) IN SDO SORSOGON PROVINCE**

To: Assistant Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Functional Area Heads
Education Program Supervisors/Division Coordinators
Education Program Specialists

1. In compliance with Regional Memorandum No. 424, s. 2024, re: Reconstitution of the Regional Monitoring and Evaluation Team (RMET) in Region V, this Office hereby reconstitutes the Composition of Division Monitoring and Evaluation Team (DMET).
2. The Division Monitoring and Evaluation Team shall be composed of the following:

Core Team

WILLIAM E. GANDO, CESO VI, Schools Division Superintendent
Adviser/Consultant-DMET

WILFREDO J. GAVARRA, Assistant Schools Division Superintendent
Co-Adviser/Consultant-DMET

FLORENCIO P. BERMUNDO, CES-SGOD
Team Leader-DMET

GINA Q. TAROG, CES-CID
Vice Team Leader -DMET

Members

LEAH H. PERAN, SEPS-SMME

REX T. BARBIN, EPS-SGOD

JOSE MA. ALBERT H. PEREZ, Engr. III-EF

BERNADETTE R. BEDIS, SEPS-HRDS

RODEL E. PANCHO, EPS-CID





Republic of the Philippines
Department of Education
 SCHOOLS DIVISION OF SORSOGON
 Sorsogon

Division Sub Teams

Team	Sub-Team 1	Sub-Team 2	Sub-Team 3	Sub-Team 4	Sub-Team 5
Sub-Team Leader	Rex T. Barbin	Leah H. Peran	Bernadette R. Bedis	Roman Jebulan	Bernardino D. Estrada
Assistant Sub-Team Leader	Maria Riza E. Dino/Alan J. Ordoñez	Ronald D. Esteves	Joseph John J. Perez	Ma. Esperanza G. Espigol	Abraham H. Gregory
Member	EPS In-Charge of the Area/Municipality	EPS In-Charge of the Area/Municipality	EPS In-Charge of the Area/Municipality	EPS In-Charge of the Area/Municipality	EPS In-Charge of the Area/Municipality
Member	PSDS of the District to be visited	PSDS of the District to be visited	PSDS of the District to be visited	PSDS of the District to be visited	PSDS of the District to be visited
Member	AO II of the District to be visited	AO II of the District to be visited	AO II of the District to be visited	AO II of the District to be visited	AO II of the District to be visited
Assigned Municipalities	Donsol & Pilar	Castilla, Casiguran & Juban	Bulan & Magallanes	Gubat, Prieto Diaz & Barcelona	Matnog, Sta. Magdalena, Irosin & Bulusan

3. On special cases, the following may join any team:

- a. Legal Officer
- b. IT Officer
- c. Budget and Finance Officer and Staff
- d. Administrative Officer
- e. Health Personnel

4. Enclosed are the Terms of References (TORs) of the Schools Division Office (SDO) in setting up the SDO M&E System per DepEd Order No. 29, s. 2022, Roles and responsibilities of Program Owners and the Members of the DMET.

5. The Program Owners/Implementers/In-Charge of the PPAs are hereby advised to coordinate with the DMET SDO Team thru Ms. LEAH H. Peran, SEPS-SMME and seek the approval of the Schools Division Superintendent prior to the PPA implementation and conduct of M&E activities. All schools and functional areas in the SDO are advised to organize their M&E group to harmonize the tasks and function of the schools/functional areas concerned with the SDO M&E Team.



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
 Email: sorsogon@deped.gov.ph
 Website: depedsorsogon.com.ph



Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF SORSOGON
Sorsogon

6. The SDO and School M&E teams are enjoined to attend capability building activities on Monitoring and Evaluation (M&E), the Program Implementation Review and Performance Assessment (PIRPA) and other M&E fora/activities.
7. There shall be horizontal and vertical conduct of monitoring and evaluation in the implementation of the approved PPAs. Hence, PPAs shall be monitored shall be evaluated by the Program Owner and the assigned DMET.
8. For information, guidance and compliance.

WILLIAM E. GANDO, CESO VI
Schools Division Superintendent



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
Email: sorsogon@deped.gov.ph
Website: depedsorsogon.com.ph



Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF SORSOGON
Sorsogon

Enclosure to the Memorandum No. _____, s. 2024 re: Reconstitution of the Division to link Monitoring and Evaluation Team (DMET) in SDO Sorsogon

The Division M&E System

The Division M&E System shall:

1. Establish a results-based M&E at the division level;
2. Ensure the horizontal integration of the M&E activities of the different operating units in division and schools;
3. Strengthen vertical integration to link M&E system between SDO functional divisions and schools;
4. Ensure the M&E standards and processes are implemented at the SDO level ;
5. Evaluate the effectiveness and efficiency of education program and projects in the SDO;
6. Facilitate exchange of information, practices, insights, lessons and issues between and among operating units and external stakeholders;
7. Provide report to Regional Office M&E results particularly on issues with implications to regional policies and programs;
8. Ensure the integration of M&E results in developing local programs and projects, customizing the education strategies and policies, and
9. Link M & E results to the organizations and individual performances.

The **School Governance and Operations Division (SGOD)** thru the School Management Monitoring and Evaluation (SMME) as the main process owner of the division M & E system shall:

1. Manage the conduct of M & E of all division operating units including schools and ensure the adherence to established standards;
2. Provide input to the M & E plans of the functional areas in the SDO and the schools;
3. Consolidate and analyze M & E reports from the functional areas and schools for the preparation of SDO reports to be disseminated to internal and external stakeholders;
4. Maintain an SDO database which contains data and information gathered from SDO's M & E activities that can be easily accessed, managed and updated.
5. Lead the conduct of quarterly Program Implementation Review among functional areas and schools to track the physical and financial accomplishments and assess the progress implementation of planned program, projects and activities;
6. Provide assistance in the conduct of evaluations on SDO and schools programs, projects and activities;
7. Provide technical assistance and capacity building support to SDO functional areas and schools on the management and conduct of M & E within their levels.