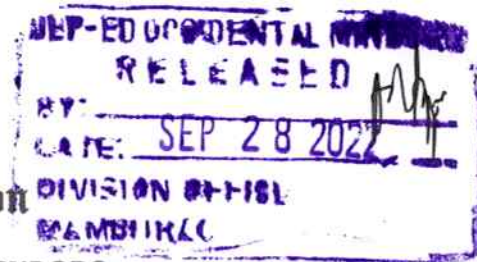




Republic of the Philippines
Department of Education
MIMAROPA REGION
SCHOOLS DIVISION OF OCCIDENTAL MINDORO



Office of the Schools Division
Superintendent

September 27, 2022

DIVISION MEMORANDUM

No. 000356, s. 2022

**CONDUCT OF THE 3rd QUARTER DIVISION
MONITORING, EVALUATION AND PLAN ADJUSTMENT (MEPA)**

To : OIC, Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Education Program Supervisors
SDO Unit/Section Heads
All Others Concerned

1. In preparation for the 3rd Quarter Regional Monitoring, Evaluation and Plan Adjustment (RMEPA) on October 17-18, 2022, this Office announces the conduct of the 3rd Quarter Division Monitoring, Evaluation and Plan Adjustment (MEPA) on October 6, 2022 at Schools Division Office premises.

2. This activity aims to:

- a. assess the implementation of the major Programs, Projects and Activities (PPAs) of the Division vis-à-vis committed outputs and targets for FY 2022;
- b. identify best implementation practices of the PPAs based on experiences shared by the program owners;
- c. determine bottlenecks, lags, issues and concerns (BLICs) that need to be addressed by the DEXECOM or the program owners to ensure achievement of targets and deliverables for 3rd quarter; and
- d. recommend concrete strategies and activities to ensure effective implementation of PPAs to improve learning outcomes.

SGOD/SMME/SYT




✉ Brgy. Payompon, Mamburao, Occidental Mindoro
☎ 0906-550-1840/0929-630-1538
✉ occidental.mindoro@deped.gov.ph
f DepEd Tayo Occidental Mindoro

3. Each SDO functional division shall:
 - a. Prepare list of committed outputs per PAPs on all budget items under FY 2022 GAA and Work and Financial Plan (WFP) using Annexes A and B (MS Excel Format);
 - b. Conduct internal MEPA prior to the conduct of 3rd Quarter Division MEPA using SDO-FDS Annex D (MS PowerPoint Format);
 - c. Division Chiefs/ Head of each functional division shall be responsible to convene and ensure that all program owners are reporting the implementation status of their activities.
4. Presentation materials (by SDO Functional Division) and updated Annexes A, B and D may be accessed and submitted through the link <https://bit.ly/Q3DMEPA>.
5. Attached are the List of Participants (Enclosure 1) and Program of Activities (Enclosure 2) for your reference and guidance.
6. Regular updating of SDO Calendar of Activities for on-time progress monitoring of different SDO - PPAs thru this link: https://bit.ly/Calendar_of_Activities2022 is expected prior to Division MEPA.
7. Food (AM & PM snacks, lunch and dinner) will be provided which shall be charged against SDO MOOE subject to the usual government accounting and auditing rules and regulations.
8. Immediate dissemination of and compliance with this Memorandum are earnestly desired.



LYNN G. MENDOZA

Assistant Schools Division Superintendent
Officer-in-Charge 
Office of the Schools Division Superintendent

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Enclosure 1 - List of Participants

**CONDUCT OF THE 3rd QUARTER DIVISION
MONITORING, EVALUATION AND PLAN ADJUSTMENT (MEPA)**

**October 6, 2022
List of Participants**

Morning (October 6, 2022 at CID Office)

No.	Name	Designation
Panelist		
1	Lynn G. Mendoza	OIC-SDS
2	Rodel S. Magnaye, CESE	OIC-ASDS
3	Raquel P. Girao, PhD	CES, CID
4	Aniceto N. Parojinog	CES, SGOD
5	Merry Ann T. Ramirez	Accountant III
6	Dennis Michael G. Abeleda, PhD	AO V
7	Mileson dela Torre	Budget Officer
8	Shalee Y Tadeja	SEPS-SMME
9	Marquin M. Defeo	PO III-PRS
Curriculum Implementation Division		
10	Johnna I. Tajonera, EdD	EPS I
11	Eduardo D. Ellarma	EPS I
12	Adelardo I. Malaluan, PhD	EPS I
13	Elizabeth T. delas Alas, PhD	EPS I
14	Jovita D. Paquibot	EPS I
15	Mary Queen T. Bernardo, EdD	EPS I
16	Ma. Rubynita T. del Rosario	EPS I
17	Myla Suguitan	EPS I
18	Merly Razon, PhD	EPS I
19	Haydie Abeleda	EPS I
20	Ferdinand Alcaraz	EPS II
21	Marnel Balderas	EPS II
22	Maria Salvacion Villanueva	PDO II
23	Ryzza Marie Bunag	Librarian
24	Evelyn Barrientos	PSDS
25	Emmanuel Flores, PhD	PSDS
26	Rosalie Tuizen, PhD	PSDS
27	Marilyn Pille, PhD	PSDS
28	Ma. Nona Feliciano	PSDS
29	Cecile B. Jose, PhD	PSDS
30	Joel Bercasio	PSDS
31	Menia Gamboa	PSDS
32	Manuel Padilla	PSDS
33	Ferdinand Gotoy, PhD	PSDS
Staff		
34	Angelo Pajes	AA VI
35	Cherry Ann Amper	AA VI

Afternoon (October 6, 2022 at SGOD Office)

No	Name	Designation
Panelist		
1	Lynn G. Mendoza	OIC-SDS
2	Rodel S. Magnaye, CESE	OIC-ASDS
3	Raquel P. Girao, PhD	CES, CID
4	Aniceto N. Parojinog	CES, SGOD
5	Merry Ann T. Ramirez	Accountant III
6	Dennis Michael G. Abeleda, PhD	AO V
7	Mileson dela Torre	Budget Officer
8	Shalee Y Tadeja	SEPS-SMME
9	Marquin M. Defeo	PO III-PRS
School Governance and Operations Division		
10	Victor Causapin	EPS I
11	Marilou D. Pandino	SEPS
12	Eloisa C. Farenas, EdD	SEPS
13	Simplicia Javate	SEPS
14	Leonard P. Ramos	EPS II
15	Eleanor C. Sumugat	EPS II
16	Jennifer M. Magtoto	PDO II
17	Juliennette A. Lorica	PDO I
18	Wyn Wright Esperanza	MO III
19	Ma. Lorena M. Rendon	Dentist III
20	Portia L. Eslava	Nurse II
21	Rachelle Anne Yumol	PDO I
22	Eric Taneca	Engr III
23	Rolando Altamerano	Engr II
24	Marquin Defeo	PO III
Office of the Schools Division Superintendent		
25	Maria Luisa Vasquez	Cashier
26	Rolando Abeleda	Records Officer
27	Herbert Mendoza	Supply Officer
28	Exy Carla Mejias	HRMO
29	Ullyses Bambo	Legal Officer
30	Maria Angelica Insigne	EPS II
31	Sherwin Victor R. Iledan	ITO
Staff		
32	Angelo Pajes	AA VI
33	Cherry Ann Amper	AA VI

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Enclosure 2 – Program of Activities

**CONDUCT OF THE 3rd QUARTER DIVISION
MONITORING, EVALUATION AND PLAN ADJUSTMENT (MEPA)**

October 6, 2022

Program of Activities

TIME	ACTIVITY	PERSONS INVOLVED
Morning		
8:30-9:00 AM	Opening Program	
	Prayer	Video Clip
	Makabayan Song	Video Clip
	Message	Rodel S. Magnaye, CESE OIC, Office of the ASDS
	Inspirational Message	Lynn G. Mendoza OIC, Office of the SDS
	Statement of Purpose	Aniceto N. Parojinog CES, SGOD
	Mechanics of the PIR	Shalee Y. Tadeja SEPS-SMME
Activity Proper		
	Presentation of Program Owners	Program Owners (CID)
	Finalization of Outputs	Program Owners
Afternoon		
1:00-1:30 PM	Opening Program	
	Prayer	Video Clip
	Makabayan Song	Video Clip
	Message	Rodel S. Magnaye, CESE OIC, Office of the ASDS
	Inspirational Message	Lynn G. Mendoza OIC, Office of the SDS
	Statement of Purpose	Aniceto N. Parojinog CES, SGOD
	Mechanics of the PIR	Shalee Y. Tadeja SEPS-SMME
Activity Proper		
	Presentation of Program Owners	Program Owners (SGOD and OSDS)
	Finalization of Outputs	Program Owners