



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
Schools Division of Negros Oriental

Office of the Schools Division
Superintendent

20 JUL 2023

DIVISION MEMORANDUM

No. 510, s. 2023

**FOURTH QUARTER MONITORING, EVALUATION AND ADJUSTMENT (MEA)
SCHEDULE OF ACTIVITIES**

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Public School District Supervisor
School Heads/Public and Private
All Others Concerned

1. This office informs the field of the schedule of the Fourth Quarter **SCHOOL, DISTRICT, DIVISION MONITORING, EVALUATION AND ADJUSTMENT (SMEA, DisMEA, DMEA)** to aid the schools, districts, and the division at large in setting their respective schedules on the basis of this matrix.

| QUARTER | DATA GATHERING | SMEA (SCHOOL MEA) | DISMEA (DISTRICT MEA) | DMEA (DIVISION MEA) |
|---------------------------|--------------------------------|--------------------------|---------------------------|---------------------------|
| Fourth Quarter MEA | July 24- August 4, 2023 | August 7-11, 2023 | August 14-18, 2023 | August 23-25, 2023 |

2. In this regard, may we request the SMEA District coordinators together with the district leaders to remain adherent to the schedule stated herein and be in constant standby to provide technical assistance to the teachers and the school heads on the basis of the discussions during the Planning Conference to avoid possible issues that might cause distress among our teachers.
3. Travel and other expenses relative to the conduct of SMEA and DisMEA activities shall be charged against the school MOOE/local funds subject to the existing accounting rules and regulations.
4. Immediate dissemination of this memorandum to all is desired


NERI C. OJASTRO EdD, CESE
Schools Division Superintendent

WCO/JMA-MKP-NLR/BSM/defa



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Participants for DMEA Conference per Section/Unit

No. of days : 3

| Section/ Units | No. of Participants | Participants |
|------------------------------|------------------------|---|
| SGOD | 4 | Health (Unit Head) , M&E (SEPS & EPS II), EFS unit head |
| CID | 1 | Chief – Dr. Nilita L. Ragay |
| ICT | 1 | Head |
| Legal | 1 | Head |
| Personnel | 1 | Head |
| Admin | 1 | Head |
| Records | 1 | Head |
| Supply | 1 | Head |
| Accounting and finance | 2 | Ma'am Jennifer Piodos and Ma'am Lydia Cacas |
| PSDS | 34 | All Field supervisors |
| SDS | 1 | Dr. Neri C. Ojastro |
| ASDS | 2 | Dr. Marcelo K. Palispis and Dr. Joelyza M. Arcilla |
| Chief SGOD | 1 | Dr. Rachel B. Picardal |
| Payroll | 1 | Head |
| Cashier | 1 | Head |
| Secretariat | 1 | Florencia G. Enopia |

Total **54**



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