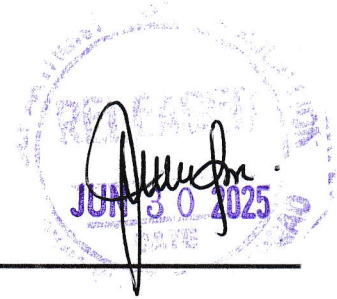




Republic of the Philippines
Department of Education
CARAGA REGION
SCHOOLS DIVISION OF SIARGAO



Office of the Schools Division Superintendent

June 30, 2025

DIVISION MEMORANDUM

No. 06-186 s, 2025

**CONDUCT OF PERFORMANCE MONITORING AND COACHING cum DIVISION
MONITORING, EVALUATION, AND ADJUSTMENT (DMEA), AND PROGRAM
IMPLEMENTATION REVIEW AND PLAN ADJUSTMENT (PIRPA) REPORTS FOR THE
SECOND QUARTER OF CY 2025**

To: Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD and CID
Education Program Supervisors
Public Schools District Supervisors / DICs
Section Heads
All others Concerned

1. Pursuant to Regional Memorandum No. 0346, s. 2025 titled "Conduct of Regional Monitoring, Evaluation, and Adjustment (RMEA) – Program Implementation Review and Plan Adjustment (PIRPA), CY 2025, this office shall conduct Performance Monitoring and Coaching cum DMEA Report Presentations and Program Implementation Review and Plan Adjustment (PIRPA) for 2nd Quarter of CY 2025 on July 3-4, 2025, at 8:00 am to 5:00 pm at the Schools Division Office Training Center, Dapa, Surigao del Norte.
2. The expected participants in this activity are listed below and must strictly follow their designated clustered schedule:

Sub-mechanism	Cluster	Participants	Time
SGOD	II	Chief-SGOD, EPS(SGOD), SEPS, EPS II, Planning Officer, YFD Coordinators, SHN Personnel,	July 3, 2025 8:00 am to 12:00 am



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		Representative from Physical Facilities Section	
OSDS	1	Legal Officer, ITO, Budget Officer, Division Accountant, AOV, AOsIV (Cashier, Personnel, Records, and Supply)	July 3, 2025 1:00 pm to 5:00 pm
CID	III	Chief – CID, EPS from Instructional Management Section, PSDS/DIC, Representative from Learning Resource Management Section	July 4, 2025 8:00 am – 5:00 pm
Minutes Taker	Louwyn E. Gubaton – EPSp II SMM&E		
Facilitator	Aquino D. Garcia – SEPS, SMM&E		
DMEA In-charge	Harem L. Taruc, PhD <i>Chief – SGOD</i> Gemna G. Pobe, EdD, DPA <i>Chief – CID</i> Malou S. Omosay <i>Administrative Officer V</i> Aquino D. Garcia <i>SEPS - SMME</i>		

CLUSTER REACTORS	
I – OSDS	Manuel O. Caberte – SDS Roel T. Diamante – ASDS Gemna G. Pobe, EDD, DPA – Chief ES – CID Harem L. Taruc, PhD – Chief ES - SGOD
II – SGOD	Manuel O. Caberte – SDS Roel T. Diamante – ASDS Gemna G. Pobe, EDD, DPA – Chief ES – CID Harem L. Taruc, PhD – Chief ES - SGOD
III - CID	Manuel O. Caberte – SDS Roel T. Diamante – ASDS



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Gemna G. Pobe, EDD, DPA – Chief ES – CID Harem L. Taruc, PhD – Chief ES - SGOD

3. Each unit/section head, EPSs and PSDSs shall be given 30 minutes to present their first and second quarter accomplishment with MOVs as outlined in their individual work plans.
4. After the conduct of the activity, the chiefs of every functional division must submit the soft *copies of the final and refined consolidated DMEA and PIRPA Reports* to Aquino D. Garcia, SEPS – SMME on July 8, 2025 for consolidation and presentation to the RO.
5. Meals and snacks shall be served to the participants in the entire duration of the activity to be charged against the Division MOOE subject to the usual accounting rules and regulations.
6. Immediate and wide dissemination of this Memorandum is desired.

MANUEL O. CABERTE

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

Encl: As stated

Reference: As stated

To be indicated in the Perpetual Index under the following subjects

MONITORING AND EVALUATION

DMEA

SGOD/adg 6/30/25