

Republic of the Philippines

Department of Education

CARAGA REGION
SCHOOLS DIVISION OF SIARGAO



DIVISION MEMORANDUM No. s, 2025

10-305

To: Assistant Schools Division Superintendent

Chief Education Supervisors, SGOD and CID

Education Program Supervisors

Public Schools District Supervisors / DICs

Section Heads

All others Concerned

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

- 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 3rd Quarter of CY 2025 on October 17, 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	П	Chief-SGOD, EPS(SGOD),	October 17, 2025 8:00 am to 10:00 am
		SEPS, EPS II, Planning Officer,	
		YFD Coordinators, SHN	
		Personnel, Representative from	
		Physical Facilities Section	







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SCHOOLS DIVISION OF SIARGAO

		Legal Officer, ITO, Budget		
OSDS	1	Officer, Division Accountant, AOV, AOsIV (Cashier, Personnel, Records, and Supply)	October 17, 2025 10:00 am to 12:00 nn	
CID	III	Chief – CID, EPS from Instructional Management Section, PSDS/DIC,	October 17, 2025	
		Representative from Learning Resource Management Section	1:00 pm – 3:00 pm	
Minutes Taker	Louwyn E. Gubaton – EPSp II SMM&E			
Facilitator	Aquino D. Garcia – SEPS, SMM&E			
DMEA In-charge	Harem L. Taruc, PhD			
	Chief – SGOD			
2	Gemna G. Pobe, EdD, DPA			
	Chief – CID			
	Malou S. Omosay			
	Administrative Officer V			
	Aquino D. Garcia			
	SEPS - SMME			

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	





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Roel T. Diamante – ASDS 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 third 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 October 22, 2025 for consolidation and presentation to the RO.
- 5. Lunch shall be served to the participants 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

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 10/23/25





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