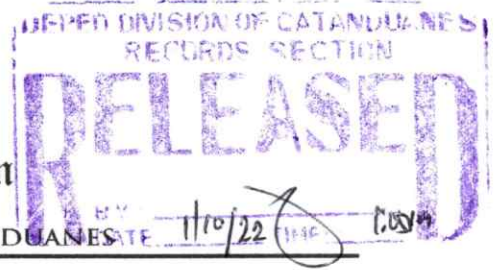




Republic of the Philippines
Department of Education
 REGION V
 SCHOOLS DIVISION OFFICE OF CATANDUANES



ADVISORY


January 10, 2022
 OSDS – SGOD – AD - 6

CY 2021 Q4 and Year – End Division Monitoring, Evaluation and Adjustment

- Please be informed that the CY 2021 and Year-End Division Monitoring, Evaluation and Adjustment (DMEA) will be on January 14, 2022 at Rhaj Inn, Gogon Virac, Catanduanes at 7:30 in the morning to 5:00 o'clock in the afternoon.
- Listed below are the participants and Matrix of Activities.

Position	Position
OSDS	EPS (may be different for each quarter) CID
SDS	EPS (may be different for each quarter) CID
AO-V Administrative General Service	PSDS (may be different for each quarter) CID
Accountant	LRMDS – EPS
AO-V- Budget	SEPS – SMME
AO-V- Personnel	EPS 2 – HRD
AO-V- Records	SEPS – Soc.Mob.Net
AO-V- Cash	SEPS – Planning and Research
AO-V- Supply	Planning Officer
Division ITO	Medical Officer
Legal Officer	Engineer
Bids and Awards Committee (BAC) Member	EPS 2 – ALS
CID Chief	YFD – SGOD
SGOD Chief	DRRM
EPS - SGOD	Support Staff

- For information, guidance and immediate dissemination.


SUSAN S. COLLANO
 Assistant Schools Division Superintendent
 Officer – In – Charge
 Office of the Schools Division Superintendent





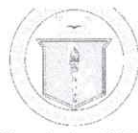
Republic of the Philippines
Department of Education
REGION V
SCHOOLS DIVISION OFFICE OF CATANDUANES

**CY 202 Q4 and Year – End Division Monitoring
Evaluation and Adjustment (DMEA)**
January 14, 2022
Rhaj INN, Gogon Virac

MATRIX OF ACTIVITIES

TIME	ACTIVITES
7:30 – 8:30	Registration and Attendance Signing
8:30 – 9:30	Opening Program
9:00 – 9:15	Health Break
9:15 – 9:45	Review of KPIs and DMEA Matrices
9:45 – 10:15	Report of Admin – HR on the Status of Personnel Requirements and Deployment
10:15 – 10:30	Report of Admin – Finance Officer on the Status of Fund Utilization
10:30 – 11:30	Presentation of CID <ul style="list-style-type: none">• 20 minutes – Presentation• 20 minutes – Interface / Discussion• 15 minutes – Synthesis• 5 minutes - Agreement
11:30 – 12:30	Lunch Break
12:30 – 12:45	Unfreezing Energizer
12:45 – 1:45	Presentation of SGOD
1:45 – 2:45	Presentation of OSDS
2:45 – 3:00	Health Break
3:00 – 3:30	Summary of Synthesis, Issues, Concerns, and Agreements from the 3FDs
3:30 – 3:45	Top management response
3:45 – 4:15	Submission / Finalization of Outputs (hard and soft copy)
4:15 – 4:30	Wrap – Up / Ways forward / Closing Remarks
4:30 – Up	Home Sweet Home





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LIST OF PARTICIPANTS

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OSDS	EPS (may be different for each quarter) CID
SDS	EPS (may be different for each quarter) CID
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