



Republic of the Philippines  
**Department of Education**  
 REGION III  
 SCHOOLS DIVISION OFFICE OF BATAAN

**DIVISION MEMORANDUM**

No. 531 s. 2024

DEC 06 2024

**BUILDING ESSENTIAL SMME SKILLS: NAVIGATING DEPED ORDER 29, S. 2022 FOR EFFECTIVE QUALITY ASSURANCE, TECHNICAL ASSISTANCE, MONITORING, AND EVALUATION IN EDUCATION**

To: Assistant Schools Division Superintendent  
 Chief Education Supervisors  
 Education Program Supervisors  
 Public School District Supervisors  
 Public Elementary and Secondary School Principals  
 All Others Concerned

1. The Schools Division Office of Bataan informs the field about the conduct of Building Essential SMME Skills: Navigating DepEd Order 29, s. 2022 for Effective Quality Assurance, Technical Assistance, Monitoring and Evaluation in Education on December 17-18, 2024 at a venue to be announced later.
2. This activity aims to:
  - a. Establish pool of QATAME associates;
  - b. Develop and implement comprehensive monitoring and evaluation framework; and
  - c. Foster a culture of using data insights from monitoring and evaluation activities to make informed decisions that improve school performance.

3. Participants in this activity are the following:

NAME	DESIGNATION	STATION
1. Carolina S. Violeta, EdD, CESO V	Schools Division Superintendent	SDO Bataan
2. Armando C. Capili, EdD	Assistant Schools Division Superintendent	SDO Bataan
3. Ramon C. Perez	Chief Education Supervisors – SGOD	SDO Bataan
4. Marijoy B. Mendoza	School Principal	Mariveles NHS - Poblacion
5. Leann Luna	School Principal	Sto. Niño Biaan ES
6. Dexter Fernandez	School Principal	St. Francis ES
7. John Quiroz	School Principal	Lamao NHS
8. Sheila Carlos	School Principal	Diwa ES/Liyang ES
9. John Basto	School Principal	Pulo IS
10. Joed Rodriguez	School Principal	Mabuco ES



Kabukiran, Calaylayan, Abucay 2114 Bataan

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CSC PRIME HRM BRONZE AWARD



PHILIPPINE QUALITY STANDARD  
 COMMITMENT TO EXCELLENCE  
 QUALITY MANAGEMENT LEVEL II



Republic of the Philippines  
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11. Odissa Dasilao	School Principal	Mabaya NHS
12. Melody del Rosario	School Principal	Bagac NHS – Parang
13. Gemmaruth Castro	School Principal	Salian ES
14. Mayrah Esconde	School Principal	Gugo ES
15. Edgardo Jesus Basa	School Principal	Sta. Lucia HS
16. Mildred Famorcan	School Principal	Layac IS
17. Ronaldo Punla	School Principal	Luakan NHS – Annex
18. Jake Bautista	School Principal	San Pablo ES
19. Rosario Canlas	School Principal	Hermosa ES
20. Manuel Pangomlayen	School Principal	Gen Lim ES
21. Judy Lyn T. Gatdula	TWG (Registration)	SDO Bataan
22. Mark Anthony Sobreviñas	TWG (Technical)	SDO Bataan
23. Nurse-in-Charge	TWG (Medical)	SDO Bataan
24. Misty B. Dela Cruz	TWG (Program)	SDO Bataan
25. Hermie G. Duran	SEPS/Speaker	SDO Bataan
26. Francez Paulene T. Likwong	EPS II/Speaker	SDO Bataan
27. Richard S. Alboro	ITO/Speaker	SDO Bataan
28. Alvin Hulipas	EPS/Speaker	DepEd ROIII
29. Edwin Marcos	Chief/Speaker	DepEd ROIII

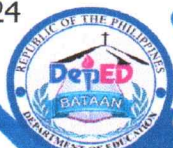
- In addition, all participants are required to bring laptops and extension cord for the workshop prepared by the speakers.
- This Memorandum shall serve as a Travel Authority for all concerned.
- Immediate dissemination of this Memorandum is desired.

**CAROLINA S. VIOLETA, EdD, CESO V**  
Schools Division Superintendent

Reference as stated  
To be indicated in the Perpetual Index  
Under the following category:  
M & E  
QATAME  
Technical Assistance

**ARMANDO C. CAPILI, EdD**  
Assistant Schools Division Superintendent

S08/fptl  
December 6, 2024



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Enclosure No. 1 to Division Memorandum \_\_\_\_, s. 2024

**Building Essential SMME Skills: Navigating DepEd Order 29, s. 2022 for Effective Quality Assurance, Technical Assistance, Monitoring, and Evaluation in Education**

**TRAINING MATRIX**

Time	Activity	Personnel-in-Charge
<b>Day 1 - December 17, 2024</b>		
8:30 – 9:00	Registration	PMT
9:00 – 9:30	Opening Program	
9:30 – 11:00	Monitoring and Evaluation Concepts and Principles	<b>EDWIN MARCOS, EdD</b> QAD - CES
11:00 – 12:00	The QATAME Process and Tools	<b>ALVIN P. HULIPAS</b> QAD - EPS
12:00 – 1:00	Lunch Break	
1:00 – 2:00	Essential Skills for QATAME Associates	<b>FRANCEZ PAULENE T. LIKWONG</b> EPS II - SMME
2:00 – 3:00	Dealing with Data, Analysis and M&E Reporting	<b>HERMIE G. DURAN</b> SEPS - SMME
3:00 – 5:00	Workshop	
<b>Day 2 – December 18, 2024</b>		
8:30 – 9:00	MOL	
9:00 – 10:30	Presentation of Outputs	
10:30 – 12:00	M&E System School Level	<b>HERMIE G. DURAN</b> SEPS - SMME
12:00 – 1:00	Lunch Break	
1:00 – 2:30	Online M&E Tools and Process	<b>RICHARD ALBORO</b> DITO
2:30 – 3:30	Implementing Continuous Improvement: Feedback Loops and Adjustments	<b>FRANCEZ PAULENE T. LIKWONG</b> EPS II - SMME
3:30 – 4:00	Health Break	
4:00 onwards	Closing Program	



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PHILIPPINE QUALITY AWARD  
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