



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

DEC 17 2024

DIVISION MEMORANDUM

No. 543 s. 2024

**CHANGES AND ADDITIONAL INFORMATION TO DIVISION MEMORANDUM
NO. 531, S. 2024 TITLED BUILDING ESSENTIAL SMME SKILLS:
NAVIGATING DEPED ORDER 29, S. 2022 FOR EFFECTIVE
QUALITY ASSURANCE, TECHNICAL ASSISTANCE AND
MONITORING AND EVALUATION IN EDUCATION**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
ExeCom Members
Division Auditors
All Others Concerned

1. The Office informs all concerned about the changes of the participants stipulated in the Division Memorandum No. 531, s. 2024 titled **Building Essential SMME Skills: Navigating DepEd Order 29, s. 2022 for Effective Quality Assurance, Technical Assistance and Monitoring and Evaluation in Education** on December 17-18, 2024.
2. Here is the list of the change of participants for the said event:

NAME	REPLACED BY:	DESIGNATION
1. Sheila Carlos	Melissa Mizon	School Head
2. John Quiroz	Karl Angelo Tabernero	Head Teacher III
3. Melody Del Rosario	Dave Basto	School Head
4. Jake Bautista	Jerry Perello	School Head
5. Gemmaruth Casto	Marfin Lojie De Jesus	AO II
6. Rosario Canlas	Zharmaine Relucano	AO II
7. Manuel Pangomlayan	Jeric Lopez	EPSA
8. Misty Dela Cruz	Mar-Elen Fe G. Reñosa	EPS
9. Mark Anthony Sobreviñas	Jess Garcia	AdAs
10. Nurse-in-Charge	Emily Cantillano	Nurse

3. This Memorandum shall serve as a Travel Authority for all concerned.
4. In addition, the venue for the said event will be on Mansion Garden Hotel, Subic Bay Freeport Zone, Zambales.



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5. The adjustment on the matrix were also attached to this Memo for reference. (See Enclosure No. 1).
6. All other provisions stated in the said Memorandum remain in effect.
7. Immediate and wide dissemination of this Memorandum to all concerned is desired.


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

References:

DepEd Order 29, s. 2022
DepEd Memorandum No. 531, s. 2024

To be indicated in the Perpetual Index
Under the following subjects:
QMS

SD8/December 16, 2024



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BUILDING ESSENTIAL SMME SKILLS: NAVIGATING DEPED ORDER NO. 29, S. 2022 FOR EFFECTIVE QUALITY ASSURANCE, TECHNICAL ASSISTANCE, MONITORING AND EVALUATION
 December 17-18, 2024

MATRIX OF ACTIVITY

TIME	ACTIVITY	PERSONNEL INVOLVED
DAY 1		
8:30 – 9:00	Registration	PMT
9:00 – 9:30	Opening Program	
9:30 – 9:45	UNINTERRUPTED HEALTH BREAK	
9:45 – 11:30	Rationale of the Basic Education Monitoring & Evaluation (M&E) Framework and Its Relevance to the Implementation of the Training on the MATATAG Curriculum for Teachers and School Leaders	HERMIE G. DURAN, EdD SEPS – SMME
11:30 – 12:00	Reflection on School Practices	
12:00 – 1:00	LUNCH BREAK	
1:00 – 1:30	Ice Breaker/Energizer	
1:30 – 3:00	Roles and Responsibilities of M&E on MATATAG Curriculum Training Implementation	FRANCEZ PAULENE T. LIKWONG EPS II – SMME
3:00 – 3:15	UNINTERRUPTED HEALTH BREAK	
3:15 – 4:15	Monitoring and Evaluation of Learning	FRANCEZ PAULENE T. LIKWONG EPS II – SMME
DAY 2		
8:30 – 9:00	Registration	PMT
9:00 – 9:30	Management of Learning (MOL)	
9:30 – 9:45	UNINTERRUPTED HEALTH BREAK	
9:45 – 11:00	Monitoring and Evaluation on Governance and Program Management	RICHARD ALBORO DITO
11:00 – 12:00	M&E Results Reporting	HERMIE G. DURAN, EdD SEPS – SMME
12:00 – 1:00	LUNCH BREAK	
1:00 – 1:30	Ice Breaker/Energizer	
1:30 – 2:30	Workshop on M&E Data	HERMIE G. DURAN, EdD SEPS – SMME
2:30 onwards	Closing Program	PMT

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