



Division Memorandum

No. 762, s. 2019

**TO:** Chiefs of SGOD and CID  
Education Program Supervisors  
Program Coordinators  
SEPS/EPS-II  
PSDS/DIC  
Select ADAS

**FROM:** **MARILOU B. DEDUMO, Ph. D., CESO V**  
Schools Division Superintendent

**DATE:** **August 9, 2019**

**SUBJECT:** **DIVISION ORIENTATION/ WORKSHOP ON MONITORING AND EVALUATION (M&E) AND  
TECHNICAL ASSISTANCE (TA) MECHANISMS**

1. Pursuant to Administrative Order No. 461 on "Institutionalizing Quality Management System in Governance," amended through Executive Order No. 605, "Institutionalizing the Structure, Mechanisms and Standards to Implement Quality Management Program" Surigao del Sur Division is on the right track in strengthening the M and E mechanisms from office to schools in pursuit to provide timely and relevant technical assistance for effective and efficient program delivery.
2. With this provision, a 2-Day Orientation Workshop in Monitoring and Evaluation and Technical Assistance shall be conducted on August \_\_\_ and \_\_\_, 2019 at 8:00 am, venue to be announced later. The Division office shall also launch the online M and E mechanism through the Information Communication and Technology Unit where reports shall be uploaded and monitored using this platform and top management can view the results of M and E and TA as basis for crafting localized policies.
3. The participants to this orientation workshop are the following: Chiefs of SGOD and CID, Education Program Supervisors, Senior Education Program Specialists, Education Program Specialists-II, Public Schools District Supervisors/District In Charge, PAs coordinators and select Administrative Assistants.
4. Travelling expenses and other incidental expenses shall be charged against local funds and other funds while meals, snacks and accommodation of the select participants are chargeable against HRTD funds, subject to the usual accounting and auditing rules and regulations.
5. Immediate and wide dissemination of this memorandum to all concerned is highly desired.

