



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE II, KARANGALAN VILLAGE
1900 CAINTA, RIZAL



02 November 2021

Regional Memorandum

Presentation of the Developed Final Regional Quality Assurance Monitoring & Evaluation Assessment (RQAMEA) Framework to Regional Office Personnel and Schools Division Offices

To **Schools Division Superintendents**
RO Functional Division Chiefs
SGOD/CID Chiefs
QAD Personnel
RO Unit/Section Heads
RO FD M&E Focal Persons
RO BAC Secretariat
SDO M&E Focal Persons
All Other Concerned

1. In line with the Regional Office-QAD KRA #1: Quality Assurance, Policies, Frameworks and Processes and with its objectives on establishing a credible Regional Quality Assurance (RQAMEA) Framework, this office will hold a 2-day "Presentation of the Developed Final RQAMEA Framework" to Regional Office Personnel on the first day and to Schools Division Offices personnel on the second day scheduled on **December 6-7, 2021** through blended activity and virtual platform.
2. Participants from the Regional Office (December 6) are two (2) from the Office of the Regional Director (Regional Director/Assistant Regional Director), eight (8) FD Chiefs, fifteen (15) FDs M&E Focal Persons, three (3) ICT personnel, twelve (12) QAD EPSs/Staff and two (2) members of the Technical Working Group (TWG). For Day 2 (December 7), participants are two (2) from the Office of the Regional Director (Regional Director/Assistant Regional Director), twenty-one (21) SGOD Chiefs, twenty-one (21) CID Chiefs, twenty-one (21) SDO M & E Focal Persons, two (2) ICT personnel and twelve (12) QAD CES/EPs/Staff.



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Website: depedcalabarzon.ph

Document Inquiry : <https://r4a-teadoc.com/inquire>

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3. An advanced copy of the Final Draft RQAMEA Framework shall be forwarded to designated RO/SDO M & E Focal Persons on December 3, 2021. It will form part of the consultations with the participants prior to its final presentation on the specified dates and for discussion purposes with our resource person, Ms. *Adelina H. Velasco* from Save the Children Foundation.
4. Participants are advised to register through this link: bit.ly/RQAMEADecember on or before December 3, 2021. The invitation and guidelines for those who will attend the online platform will be sent through e-mail.
5. For inquiries, you may call the QAD Office at 8682-5773/8647-7487/8647-4914 Local 450.
6. Expenses relative to the conduct of this activity shall be charged against Regional Funds subject to the usual accounting and auditing rules and regulations. Provision of meals shall be provided for those reporting onsite at the Regional Office.
7. Strict adherence to this Memorandum is earnestly desired.


FRANCIS CESAR B. BRINGAS
Regional Director

qad/aba



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Enclosure 1

Presentation of the Developed Final Regional Quality Assurance Monitoring & Evaluation Assessment (RQAMEA) Framework to Regional Office Personnel and Schools Division Offices

December 6, 2021

List of Participants

Name	Designation	Functional Division/Unit/Section
FUNCTIONAL DIVISION CHIEFS		
1. Job S. Zape	Chief Education Supervisor	CLMD
2. Eduarda M. Zapanta	Chief Education Supervisor	ESSD
3. Michael Girard R. Alba	Chief Education Supervisor	FTAD
4. Edenia O. Libranda	Chief Education Supervisor	QAD
5. Luz E. Osmena	Chief Education Supervisor	HRDD
6. Viernalyn M. Nama	Chief Education Supervisor	PPRD
7. Ann GERALYN T. PELIAS	Chief Administrative Officer	Admin
8. Marites L. Gloria	Chief Administrative Officer	Finance
UNIT/SECTION HEADS		
9. Atty. Jocelyn Buclig	Attorney IV	Legal Unit
10. Angelina R. Mendiola	Senior Administrative Officer	Admin
11. Ariel M. Azuelo	Administrative Officer V	PAU
12. Ma. Rojane Miranda		Records Section
13. Gian Carlo G. Ventura	Administrative Officer IV	GSU
14. Cyril R. Zenarosa	Cashier III	Cash
15. Rey M. Valenzuela	ITO Officer I	ICT
16. Maria Susana B. Oliveros	HRMO III	Personnel
17. Virginia O. Bagacay	(Retired & to be replaced)	Asset
18. Pearl Oliveth S. Intia	Medical Officer IV	ESSD
M&E FOCAL PERSONS		
19. Eugene Ray Santos	Education Program Supervisor	CLMD
20. Neil B. Evangelista	Nutritionist – Dietitian II	ESSD
21. Maybel Abrencillo	Education Program Supervisor	FTAD
22. Allain B. Alvarez	Education Program Supervisor	QAD
23. Mark Anthony R. Malonzo	Senior Education Program Specialist	HRDD



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24. Adrian Bullo	Statistician	PPRD
25. Rich D. Garbreza	Clerk I	Records
26. Anselmo E. Lageras, Jr.	Administrative Officer II	Finance
BAC Secretariat		
27. Eldine V. Palermo	Administrative Assistant I	ESSD
QAD Personnel		
28. Danilo H. Ilagan	Education Program Supervisor	QAD
29. Emelia M. Aytana	Education Program Supervisor	QAD
30. Elena L. Lopez	Education Program Supervisor	QAD
31. Pacita Q. Lungcay	Education Program Supervisor	QAD
32. Buenalyn M. Manuel	Education Program Supervisor	QAD
33. Florence M. Santos	Administrative Aide	QAD
Other Participants		
34. Jisela N. Ulpina	Education Program Supervisor	HRDD
35. Jona M. Malonzo	Education Program Specialist II	PPRD
36. Nancy Z. Dizon	Accountant	Accounting
37. Evan Lynn-Dell C. Masing	Administrative Assistant V	Accounting
38. Kelvin P. Matib	Special Investigator II	Legal
39. Emil Reambillo		ESSD
40. Alberto Colasito	Youth Formation Coordinator	ESSD
41. Allan Tipan	Education Program Supervisor	PPRD
42. Marivic Pedrialca	Clerk	ESSD



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Enclosure 2

Presentation of the Developed Final Regional Quality Assurance Monitoring & Evaluation Assessment (RQAMEA) Framework to Regional Office Personnel and Schools Division Offices

December 7, 2021

List of Participants

Participants	Office	Functional Division/Unit/Section
RD/ARD or representative	Regional Office	ORD
Twenty-one (21) SGOD Chiefs	Schools Division Office	
Twenty-one (21) CID Chiefs	Schools Division Office	
Twenty-one (21) SDO M & E Focal Persons	Schools Division Office	
Twelve (12) QAD CES/EPSSs/Staff	Regional Office	QAD
Two (2) ICT personnel	Regional Office	ICT
TOTAL = 79		



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Enclosure 3

ACTIVITY MATRIX

DATE	ACTIVITIES		RESOURCE
3 Dec. 2021	Distribution of RQMEA Field Guide Pre-reading and preparing questions for Q&A Consolidate per functional office / per SDO cluster		RO/SDO M & E Focal Persons
6 December 2021	08:30 – 8:45	Opening and preliminaries	Dr. Allain B. Alvarez & QAD
	08:45 – 9:00	Objectives and expectation setting	Dr. Allain B. Alvarez
7 December 2021	09:00 – 9:45	Main Elements of the Field Guide	Ms. Adelina H. Velasco
	09:45	Morning Break	
	10:00 – 12:00	M&E Content and Processes	Ms. Adelina H. Velasco
	12:00	Lunch	
	1:00 – 2:00	Continue M&E Processes Q&A	Ms. Adelina H. Velasco
	2:00 – 3:00	Scope of Quality Assurance	Ms. Adelina H. Velasco
	3:00	Afternoon Break	
	3:15 – 4:30	Processes of Quality Assurance Q&A	Ms. Adelina H. Velasco & participants
	4:30 – 4 :45	Closing	

Emcee

Dr. Buenalyn M. Manuel
QAD EPS