Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

February 26, 2024

In compliance with DepEd Order (DO) No. 8, s. 2013, this Advisory is issued not for endorsement per DO 28, s. 2001, but only for the information of DepEd Officials, personnel/staff, as well as the concerned public.
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VENUE OF THE CAPACITY BUILDING ON THE CONDUCT OF MONITORING AND EVALUATION OF PROFESSIONAL DEVELOPMENT PROGRAMS FOR RO AND SDO QAME ASSOCIATES

This is to inform all the participants that the venue of the Capacity Building on the Conduct of Monitoring and Evaluation of Professional Development Programs for RO and SDO QAME Associates shall be at the **Sunnyglades Properties Corporation (Tagaytay Haven),** Ulat Road, Brgy. Francisco, Tagaytay City on March 20-22, 2024.

All other information regarding the Regional Memorandum No. 57, s. 2024 shall remain in effect.

ROQ4/ROQ/MLH

17 January 2024

Regional Memorandum
No.57 s.2024

CAPACITY BUILDING ON THE CONDUCT OF MONITORING AND EVALUATION OF PROFESSIONAL DEVELOPMENT PROGRAMS FOR RO AND SDO QUALITY ASSURANCE MONITORING AND EVALUATION (QAME) ASSOCIATES

To   **Schools Division Superintendent**
       Regional Functional Division Chiefs

1. This Office through the Quality Assurance Division (QAD) announces the Capacity Building on the Conduct of Monitoring and Evaluation of Professional Development (PD) Programs for RO and SDO Quality Assurance Monitoring and Evaluation (QAME) Associates on **March 20-22, 2024,** at the venue to be announced later.

2. This activity enables the participants to:
   1. gain an in-depth understanding on the conduct of monitoring and evaluation for Professional Development Programs;
   2. walk through the Monitoring Tools for the QAME of Professional Development Programs/Courses; and
   3. use the QAME tools in conducting M&E of PD programs through simulation.

3. The participants in this activity are the RO and SDO M&E Focal Persons and Quality Assurance Division (QAD) Personnel. Please refer to Enclosure 2 for the List of Participants and Enclosure 1 (Activity Matrix) for the activity details.

4. Expenses relative to this activity such as transportation and other incidental expenses shall be charged against the local funds subject to COA rules and regulations.

5. For clarifications and other concerns, you may contact Emelia M. Aytona at 02-8682-2114 local 450 or email at qad.calabarzon@deped.gov.ph

6. Immediate and widest dissemination of this Memorandum is enjoined.

ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

ROQ4

Enclosure 1

INDICATIVE PROGRAM OF ACTIVITIES

March 20, 2024 (Day 1)		
TIME	**ACTIVITY**	**IN-CHARGE**

8:30- 9:00 AM	Opening Program
	   National Anthem
	   Prayer
	   CALABARZON March
	   Quality Policy Statement
		Audio Visual Presentation (AVP)

9:00-9:05 AM	Welcome Remarks and Statement of Purpose	**LUZ E. OSMEÑA** *Chief* *Quality Assurance Division*
9:05-9:20 AM	Acknowledgement of the Participants	**ELENA L. LOPEZ** *Education Program Supervisor* *Quality Assurance Division*
9:20-9:30 AM	Presentation of Indicative Activities	**EMELIA M. AYTONA** *Education Program Supervisor* *Quality Assurance Division*
9:30-10:00 AM	Inspirational Message	**ATTY. ALBERTO ESCOBARTE, CESO II** *Regional Director* **LOIDA A. NIDEA** *Assistant Regional Director*
10:00- 10:30 AM	**Break**	
10:30- 12:00 AM	**Session 1:** **Revisiting DM 44 s. 2023** *Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the National Educators Academy of the Philippines Core Programs*	**LUZ E. OSMEÑA** *Chief* *Quality Assurance Division* *Quality Assurance Division*
12:00-1:00 PM	**Lunch Break**	
1:00-4:00 PM	**Session 2:** Reviewing and enhancement of the Quality Assurance Monitoring and Evaluation (QAME) tools for PPAs and L&D; Presentation of QAME Standardized Tools in Monitoring and Evaluation of PDPs and other PPAs.	**ELENA L. LOPEZ** *Education Program Supervisor* *Quality Assurance Division* **EMELIA M. AYTONA** *Education Program Supervisor* *Quality Assurance Division*
4:00-4:30 PM	Questions and Answers (Q&A) on Sessions 1 and 2	**LOIDA TOMELDEN** *Education Program Supervisor* *Quality Assurance Division*
4:30- 5:00 PM	Announcement on the Day 2 Activities	**EMELIA M. AYTONA** *Education Program Supervisor* *Quality Assurance Division*

March 21, 2024 (Day 2)		
8:00-8:30 AM	Preliminaries	QAD TWG
8:30-10:30 AM	Session 3: Workshop on the Finalization of QAME Tools for PPAs	LUZ E. OSMEÑA Chief Quality Assurance Division
10:30- 10:45 AM	Break	
10:45-12:00 NN	Continuation of Session 3: Workshop on the Finalization of QAME Tools for PPAs	LUZ E. OSMEÑA Chief Quality Assurance Division EMELIA M. AYTONA Education Program Supervisor Quality Assurance Division
12:00-1:00 PM	Lunch Break	
1:00-3:00 PM	Presentation of Workshop Output	ELENA L. LOPEZ Education Program Supervisor Quality Assurance Division
3:00-4:00 PM	Wrap-up/Synthesis/Agreements	LOIDA G. TOMELDEN Education Program Supervisor Quality Assurance Division
4:00-4:30 PM	Announcements/Evaluation	EMELIA M. AYTONA Education Program Supervisor Quality Assurance Division
March 22, 2024 (Day 3)		
TIME	**ACTIVITY**	**IN-CHARGE**
March 21, 2024 (Day 2)		
8:00-8:30 AM	Preliminaries	QAD TWG
8:30-10:30 AM	Session 4: Walk us through on the Monitoring Tool for Recognized Professional Development Programs/Courses	LUZ E. OSMEÑA Chief Quality Assurance Division
10:30- 10:45 AM	Break	
10:45-12:00 NN	Continuation of Session 4: Walk us through on the Monitoring Tool for Recognized Professional Development Programs/Courses	LUZ E. OSMEÑA Chief Quality Assurance Division
12:00-1:00 PM	Lunch Break	
1:00-3:00 PM	Presentation and Submission of Workshop Output	EMELIA M. AYTONA Education Program Supervisor Quality Assurance Division
3:00-4:00 PM	Closing Program	BUENALYN M. MANUEL Education Program Supervisor Quality Assurance Division
4:00 PM	Home Sweet Home	

Enclosure 2

LIST OF PARTICIPANTS
SDO M & E Focal Persons

No	Name of Participants	SDO
1	Edmer Constantino	Antipolo
2	Levin Pabriaga	Bacoor
3	Cora V. Samson	Batangas Province
4	Magielyn R. Babao	Batangas City
5	Isidra L. Galman	Binan City
6	Reyarr L. Cruz	Cabuyao City
7	Florette Laarni C. Bautista	Calamba City
8	Maria Belen Mojica	Cavite Province
9	Charlene Lei O. Esguerra	Cavite City
10	Crizel Ann L. Villanueva	Dasmarinas City
11	Haidi M.Morales	Gen. Trias City
12	Naamah Nambalos	Imus City
13	Frenie V. Aquino	Laguna Province
14	Ariel Garcia	Lipa City
15	Pascual C. La Rosa Jr.	Lucena City
16	Michelle Duma	Quezon Province
17	Emmalyn P. Guevarra	Rizal Province
18	Ryan L. Race	San Pablo City
19	Nicanor A. Limjuico	San Pedro City
20	Louie L. Saldivar	Santa Rosa City
21	Ronnie Gado	Sto. Tomas City
22	Xander B. Castillo	Tanauan City
23	Edwin R. Rodriguez	Tayabas City

LIST OF FD M & E FOCAL PERSONS

No	Name of Participants	Functional Division
1	Eugene Rey Santos	CLMD
2	Mark Anthony Malonzo	HRDD
3	Ma. Milagros Ong	Finance
4	Adrian Bullo	PPRD
5	James Mattwil Abalos	ESSD
6	Danna Marie Alba	Admin
7	Eugenio S. Adrao	FTAD
8	Ma. Joan Paula Dino	ORD

LIST OF TECHNICAL WORKING GROUP MEMBERS

No	Name of Member	FD
1	Luz E. Osmena	QAD
2	Loida Tomelden	QAD
3	Emelia M. Aytona	QAD
4	Elena L. Lopez	QAD
5	Buenalyn M. Manuel	QAD
6	Mary Mae L. Hornido	QAD