



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

12 September 2024

DIVISION MEMORANDUM

No. 386, s. 2024

**2024 QUARTER 3 DIVISION MONITORING, EVALUATION
AND ADJUSTMENT (DMEA) RELATED ACTIVITIES AND TIMELINE**

To: Office of the Assistant Schools Division Superintendent
School Governance and Operations Division Chief
Curriculum Implementation Division Chief
All others concerned

1. This Office informs all the Unit/Section and Program Owners of the three (3) Functional Divisions of the timeline in the conduct of the **2024 Quarter 3 Division Monitoring, Evaluation and Adjustment (DMEA)** related activities.
2. The Unit/Section Heads and Program Owners must include all the activities implemented during the months of July, August and September and those that are slated for implementation for the remaining days of the quarter.
3. All shall adhere to the following dates of the DMEA-related activities, to wit:

DMEA Activities	Dates
Preparation of and submission of Unit and Section MEA Reports	September 9-13, 2024
MEA Report Consolidation per FD	September 20, 2024
Validation of MOVs, Review and Finalization of the FD MEA Report through FD PIR	
Submission of Consolidated MEA Report per Functional Division	
Consolidation and Preparation of Division MEA Report	September 23-24, 2024

4. **The Quarter 3 DMEA Conference shall be held on September 30, 2024 at 9:00 AM at the SDO Conference Hall. Attached is the list of participants.**

5. Expenses to be incurred during the Quarter 3 DMEA Conference and Review shall be charged to 2024 HRTD Funds subject to the usual accounting and auditing rules and regulations.

6. For your information, guidance and strict compliance.



ORLANDO E. MANUEL Ph.D., CESO V
Schools Division Superintendent



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Attachment to Division Memorandum No. 386 s, 2024

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT (10)	
Orlando E. Manuel PhD., CESO V	Schools Division Superintendent
Adonis C. Ceperez EdD., CESE	Assistant Schools Division Superintendent
Maritess E. Vidad	Administrative Officer V
Atty. Julius Caesar G. Domingo, CPA	Legal Officer
Ezekiel C. Garin	IT Officer
Emerson B. Balut, CPA	Accountant III
Jeassel J. Alayu	Budget Officer III
Princess C. Aquitaña	Administrative Officer IV-HRMO
-	Administrative Officer IV-Records
Gaye D. Castillo	Administrative Officer IV-Supply
Rosula Balberan	Administrative Officer II – OIC Cashier
CURRICULUM IMPLEMENTATION DIVISION (11)	
Maricel S. Franco PhD., CESE	Chief Education Supervisor
Hilda D. Aragon PhD	Education Program Supervisor
Wilhelmina C. Castro PhD	Education Program Supervisor
Ronnie B. Bibas PhD	Education Program Supervisor
Nimfa Norie A. Aquino PhD	Education Program Supervisor
Roger S. Sebastian PhD	Education Program Supervisor
Dindo John H. Moreno PhD	Education Program Supervisor
Bermelita E. Guillermo PhD	Education Program Supervisor
Macrino B. Raymundo EdD	Education Program Supervisor
Ma. Concepcion D. Absalon PhD	Education Program Supervisor
Orlando D. Vicente PhD	Education Program Supervisor
SCHOOL GOVERNANCE AND OPERATIONS DIVISION (15)	
Romulo S. Ancheta PhD	Chief Education Supervisor
Melany M. Asuncion PhD	Education Program Supervisor
Noli Mar M. Navarro EdD	Senior Education Program Specialist-SMME
Roscoe N. Gacusana EdD	Senior Education Program Specialist-SMAN
Marianne C. Eugenio PhD	Senior Education Program Specialist-HRTD
Rommel S. de Gracia PhD	Senior Education Program Specialist-PAR
Julius C. Calangan	Education Program Specialist II-SMME
Ma. Licel C. Balico	Education Program Specialist II-SMAN
Romeo Emmanuel C. Yarcia II	Planning Officer III
Ma. Teresa B. Iglesia	Project Development II – DRRM
Marc Henrick Nicanor	Project Development Officer I - YFP
Arch. Christopher Dominguez	Technical Assistant III-EFU
Marilou S. Roderos	Nurse II
Ryan Christopher A. Buccat MD	Medical Officer III
Julie G. Mamugay	Support Staff
TOTAL TARGET PARTICIPANTS (36)	