



29581

Republic of the Philippines
Department Of Education
Region XI
Schools Division of Panabo

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-012

To : Assistant Schools Division Superintendent
Chief of the Schools Governance and Operations Division
Chief of the Curriculum and Implementation Division
Senior Education Program Specialists, SMME and HRTD
Education Program Specialists II, SMME and HRDT
All Concerned

Subject: **ATTENDANCE TO THE STRATEGIC PLANNING FOR 2025 QAME ACTIVITIES**

Date: January 8, 2025

Attached is Regional Memorandum No. QAD-2025-046 re: 2024 Quality Assurance, Monitoring and Evaluation (QAME) Activities informing that the Strategic Planning for 2025 QAME Activities shall be on January 21, 2025, with the following participants, to wit:

| No. | Name | Position |
|-----|-----------------------------------|------------------------------|
| 1. | AILENE B. AÑONUEVO, PhD. | Chief ES – SGOD |
| 2. | JANWARIO E. YAMOTA | Chief ES – CID |
| 3. | KENNETH S. DELIGENCIA, MPA | SEPS – HRTD |
| 4. | LILANNIE L. SOMOSO | EPS II – HRTD |
| 5. | LEA JANE M. ISLETA | EPS II – SMME/QAME Associate |

Travel, meals and other incidental expenses relative to the said activity are chargeable against Division MOOE funds subject to the usual accounting and auditing rules and regulations.

For your information and compliance.

JINKY B. FIRMAN, PhD, CESO VI
Schools Division Superintendent

SGOD/ABA/lji

RELEASED

JAN 10 2025

RECORDS SECTION SDO PANABO CITY
BY



Schools Division Office of Panabo City
City Hall Compound, Km 31, Panabo City
Telephone No: (084) 823-1469
Email: panabocity.division@deped.gov.ph

DepEd Panabo:
Empowering Champions in Education
through Journeying, Blending and Fostering commitment in
providing quality education, MATATAG for all.





Republic of the Philippines
Department of Education
DAVAO REGION

January 2, 2025

REGIONAL MEMORANDUM
QAD-2025-001

**ADDENDUM TO REGIONAL MEMORANDUM QAD-2024-046 OR THE 2024
QUALITY ASSURANCE, MONITORING AND EVALUATION
(QAME) ACTIVITIES**

To: Assistant Regional Director
Schools Division Superintendents
Chiefs of Functional Divisions
All Others Concerned

1. Relative to **Memorandum QAD-2024-046** or the **2024 QUALITY ASSURANCE, MONITORING AND EVALUATION (QAME) ACTIVITIES**, list of participants is hereby modified to include the **SEPS and EPS2 of the Human Resource Development Section** of the School Governance and Operations Division (SGOD).
2. Likewise, the schedule on Strategic Planning for 2025 QAME Activities is transferred from January 30, 2025 to **January 21, 2025**.
3. All other provisions of Regional Memorandum QAD-2024-046 remain in effect.
4. For information, guidance and compliance.

REBONFAMIL R. BAGUIO
Director III
Officer-In-Charge
Office of the Regional Director

ROQ4/bsb

DEPARTMENT OF EDUCATION - DAVAO

RECORDS SECTION

RELEASED

By: *[Signature]*

Date: *Jan. 06, 2025*

43577



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147
Email Address: region11@deped.gov.ph
Website: www.depedroxi.ph

| | | | |
|----------------|-------------|------|--------|
| Doc. Ref. Code | RO-KMT-F001 | Rev | 00 |
| Effectivity | 07.01.24 | Page | 1 of 1 |





Republic of the Philippines
Department of Education
DAVAO REGION

REGIONAL MEMORANDUM

QAD-2024-046

To : Assistant Regional Director
Schools Division Superintendents
Chief Education Supervisors of FDs

Subject: 2024 QUALITY ASSURANCE, MONITORING AND EVALUATION (QAME)
ACTIVITIES

Date : August 08, 2024

1. Pursuant to **DO 009, s. 2021 "Institutionalization of the Quality Management System in the Department of Education and Regional Memo No. 003, s. 2024 "Amendment to Regional Memorandum 079, s. 2019 (Policy on the Implementation of Quality Assurance, Technical Assistance, Monitoring and Evaluation, and Utilization of Results in the Region,"** this Regional Office through the Quality Assurance Division, will conduct the following activities on Quality Assurance, Monitoring and Evaluation (QAME) for Learning and Development (L&D) Programs:

| DATE & TIME | ACTIVITY | PARTICIPANTS | MODALITY |
|-----------------------------------|------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------|
| August 14, 2024 9:00AM-12:00PM | Planning Meeting: MATATAG DTOT and SBTT QAME Reports, QAME Midyear Conference and Quarterly reports | RO-QAD, SDO SGOD Chiefs, SDO QAME Associates | Online |
| August 19, 2024 | Submission of QAME Reports on the MATATAG Curriculum Rollout on DTOT and SBTT | In-charge: SGOD-QAME Focal Person | Online submission thru the link |
| August 23, 2024 8:30AM-4:30PM | 2024 Midyear QAME Conference (1 st -2 nd Quarters QAME Accomplishments) | RO Top Management RO-QAD, RO Chiefs, SDO SGOD Chiefs SDO QAME Associates | Virtual |
| October 4, 2024 8:30AM-3:30PM | 3 rd Quarter, FY 2024 QAME Conference | RO Top Management RO-QAD, RO Chiefs SDO SGOD Chiefs SDO QAME Associates | Virtual |
| January 8, 2025 8:30AM-4:30PM | 4 th Quarter and Year-End, FY 2024 QAME Conference | RO Top Management RO-QAD, RO Chiefs SDO SGOD Chiefs SDO QAME Associates | Virtual |
| January 30, 2025 | Strategic Planning for 2025 QAME Activities | RO Top Management RO-QAD, RO-HRDD, RO Chiefs, SDO SGOD Chiefs, SDO QAME Associates | In-person @ Durian hall |



Republic of the Philippines
Department of Education
DAVAO REGION

2. Objectives of the activity:

- Identify QAME level of evaluation of the PD/L&D Program's implementation;
- Identify the effectiveness of QAME in the delivery of PD/L&D programs;
- present ROFDs and SDOs QAME Mid-Year and quarterly accomplishments for the L&D Programs of FY 2024 with analysis and interpretation;
- capture the quarterly profile of the L&D programs in the Region and status on the utilization of QAME results for continual improvement of the L&D programs;
- discuss and address gaps, issues and concerns on QAME implementation for the L&D programs;
- provide technical assistance to SDOs on the implementation of QAME for L&D programs;
- account QAME innovations in the region; and
- ensure the interfacing of QAD with the RO FDs and SDOs on the implementation of QAME in the region and its QAME processes.

3. QAME Matrix for the presentation of accomplishments, timelines of QAME Reports, and Working Committees are in the enclosures, while Templates of the Accomplishment Reports and slide decks can be downloaded through this link: <https://tinyurl.com/2024QAMEMidyeartemplates>

4. Virtual links for the QAME Activities will be provided to all participants a day before the activity via the QAME Region XI Group Chat and the DepEd email addresses.

5. SDO QAME Accomplishment Reports **approved by the SDS** must utilize the official templates and slide decks and are to be submitted at the designated link provided by QAD through the email address of the QAME Focal person. *Attention: Brenda S. Belonio, EdD, RXI QAME Focal Person, for consolidation of reports, analysis and interpretation.*

6. Travel expenses and meals of the participants for the in-person activities shall be charged against local funds, subject to the auditing rules and regulations.

7. Immediate dissemination and appropriate action to this Memorandum is required.

ALLAN G. FARNAZO
Director IV

ROQ4/bab



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147
Email Address: region11@deped.gov.ph
Website: www.depedrox1.ph

| | | |
|----------------|-----------|-------------|
| Doc. Ref. Code | ROQ4/2024 | Rev. 00 |
| Effectivity | 07/02/24 | Page 2 of 6 |





Republic of the Philippines
Department of Education
DAVAO REGION

RM QAD-2024-046 Enclosure A. Timelines of QAME reports

QAME reports shall be submitted based on the following timelines:

| QAME Report | Date of Submission | Link for the online submission |
|-----------------------------------------------------------------------------------------------|--------------------|-----------------------------------------------------------------------------------------------------|
| 2024 Midyear QAME Conference (1 st -2 nd Quarters QAME Accomplishments) | August 19, 2024 | https://tinyurl.com/QAMEmidyearreports2024 |
| 3 rd Quarter, FY 2024 QAME Conference | September 27, 2024 | |
| 4 th Quarter and Year-End, FY 2024 QAME Conference | January 3, 2025 | |

Enclosure B. Order of Presentation and Process Observers of QAME Accomplishment Reports

Mechanics:

- Time allotment for presentation of QAME Accomplishments is **5-7 minutes only**.
- Digital timer will be used to determine the time consumption of the reporter/presenter
- Each **Process Observer (PO)** gives feedback to the presenter using the POA Tool for a **maximum of 5 minutes only**.
- Process Observers are the Chiefs and Education Program Supervisors of DepEd RXI.
- Process Observation tools shall be submitted to the QAME Focal Person within the day of the activity
- E copy/printed copy of the PO report shall be submitted to RQMT at the end the activity @ roxiqadbsb@gmail.com

| SDO | Presenter | Process Observer |
|----------------|--------------------------------------|-----------------------------------------------------|
| Davao City | Maria Luz Tan CES, SGOD | Nelma Lyn Barnija, EdD CES, HRDD |
| Davao Oriental | Ernesto C. Cabanes CES, SGOD | Brenda S. Belonio, EdD EPS, QAD |
| Tagum City | Josefina B. Palaca, EdD CES, SGOD | Glen L. Villonez, EdD EPS, HRDD/L&D Focal Person |
| Davao De Oro | Ruben Reponte CES, SGOD | Nelma Lyn Barnija, EdD CES, HRDD |
| Davao Del Sur | Mario C. Mondejar, EdD CES, SGOD | Rubilyn Dee Ampong EPS, QAD |



Republic of the Philippines
Department of Education
DAVAO REGION

| SDO | Presenter | Process Observer |
|------------------|-------------------------------------------------------|-----------------------------------------------------|
| Davao Occidental | Jesus Q. Lascuña CES, SGOD | Maria Cristina B. Dionisio EPS, QAD |
| Panabo City | Ailene Anonuevo, EdD CES, SGOD | Glen L. Villonez, EdD EPS, HRDD/L&D Focal Person |
| IGACOS | Jay Nang CES, SGOD | Darly D. Lamentac EPS, QAD |
| Davao Del Norte | Janette G. Veloso, EdD ASDS & Concurrent OIC, SGOD | Brenda S. Belonio, EdD EPS, QAD |
| Digos City | Sollic B. Oliver CES, SGOD | Alfeo B. Ingay, EdD EPS, QAD |
| Mati City | Jorlie Uy CES, SGOD | Darly D. Lamentac EPS, QAD |

Enclosure C: Executive and Working Committees

| Executive Committee: | |
|-----------------------------|----------------------------------------------------------------------------------------|
| Chair: | Allan G. Farnazo Director IV |
| Co-chair: | Rebonfamil R. Baguia Asst. Regional Director |
| Program Manager: | Jenielito S. Atillo Chief Education Supervisor Quality Assurance Division |
| Members: | SDSs, ASDSs, RQMT, RO-FD Chiefs, SDO Chiefs of SGOD and CID, SDO QAME Associates |

| Committee | Name of Personnel | Terms of Reference | Expected Outputs |
|-------------------------------|----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| Documentation | | Prepares and submits minutes/proceedings of the midyear conference three (3) working days after the conduct of the activity | Approved Minutes/proceedings of the 2024 Midyear Conference |
| Chair: | Rubilyn Dee C. Ampong EPS, QAD | | |
| Co-Chair: | Maria Cristina Dionisio EPS, QAD | | |
| Program and Invitation | | *Prepares and design the program and invitation for the activity. | Printed Program invitation |
| Chair: | Brenda S. Belonio, EdD EPS, QAD/RXI QAME Focal Person | | |



Republic of the Philippines
Department of Education
 DAVAO REGION

| | | | |
|---------------------------------------------------------|--------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Co-Chair: Darly D. Lamentac EPS, QAD | | *Communicate the invitations to the concerned personnel in the Regional Office and SDOs. * prepares the slide deck for the flow of the program | Program flow of the activity |
| Certificates and Attendance | | *Prepares certificates of participation, certificates of appearance, certificates of recognition for the Pos working committees *prepares attendance sheets for the in-person attendees and ensure 100% attendance for the virtual participants | Signed certificate of participation, certificate of appearance, certificate of recognition Accomplished attendance sheets |
| Chair: Puriflor M. Limjuco Staff, QAD | Co-Chair: Aaron Cubelo Staff, QAD | | |
| IT Management and Online Program Flow Committee: | | *Assists QAD in the conduct of the 2024 Mid-year Conference *Presents virtually the slide decks of the program flow *Provides TA on ICT related concerns. | TA provided to QAD and SDO presenters |
| Chair: Pocholo Hernandez Head, ICTU | Members: ICTU Staff | | |
| Activity Manager | Brenda S. Belonio, EdD | Plans and prepares the program/activity flow, process, POA tools, guidelines and mechanics of the Midyear Conference Ensures that the implementation of the quarterly QAME Conference is implemented as planned. Coordinates with the process observers, technical working group, RQMT, and top management. | *Activity program *Activity matrix *Program/activity flow *Accomplished POA Tools *Mechanics/guidelines on the conduct of the Midyear conference, and quarterly conferences *consolidated QAME Accomplishment reports *SDO Accomplishment Reports *SDOs QAME Form 2 |
| Consolidated QAME | EPS, QAD/RXI QAME Focal Person | | |



Republic of the Philippines
Department of Education
DAVAO REGION

| | | | |
|--|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | <p>Submits quarterly QAME accomplishment report.</p> <p>Provides Technical Assistance to all SDOs on QAME implementation across Kirk Patrick's levels of evaluation: QAME Level 1 QAME Level 2 QAME Level 3 QAME Level 4</p> <p>Troubleshoot the problem/s encountered in the QAME implementation both in the Regional Office and SDOs.</p> | |
|--|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

Prepared by:


BRENDA S. BELONIO, EdD
EPS, QAD/RXI QAME Focal Person

Noted:


JENIELITO A. ATILLO
Chief, QAD

ROQ4/bsb