



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

March 1, 2023

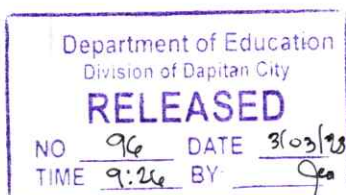
DIVISION MEMORANDUM
No. 96, s. 2023

Submission of Monitoring & Evaluation (M & E) Plans of the Functional Divisions/Units/Sections

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
AO V, Unit/Section Heads
EPSs, PSDSs & PICDs
CID & SGOD Personnel
OSDS Program Owners/Project Proponents/Activity Implementers
All Others Concerned

1. With reference to Regional Memorandum No. 094, s. 2023, dated February 28, 2023, re: Submission of Regional Office Proper and School Division Offices (SDOs) Monitoring & Evaluation (M&E) Plans 2023), all program owners, project proponents and activity implementers are required to submit the duly approved Monitoring & Evaluation (M&E) Plans for Calendar Year 2023 on before March 10, 2023.
2. The M&E Plans will serve as basis in the conduct of the Quarterly Program Implementation Review to ensure that the division's plans, policies, systems and processes are geared towards the achievement of the learner's outcomes.
3. Attached is the SDO Template for your reference.
4. All CID, SGOD and OSDS program owners, project proponents and activity implementers shall submit the M&E Plans both in hard and soft copies in PDF File to Nueva A. Andag- SEPS-SMME (hard copies); nueva.andag@deped.gov.ph (soft copies in PDF file).
5. For compliance.


FELIX ROMY A. TRIAMBULO, CESO V
Schools Division Superintendent



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MONITORING AND EVALUATION (M & E) PLANS 2023

SDO:

Name:

Position:

Office:

Area of Specialization/Unit/Section:

Objective Statement	Indicators	Description of indicators	Data collection method/ Data source	Responsible Office in data collection	Schedule/ Frequency of data collection	User(s) and use(s) of data collected	Data analysis to be used	Responsible office for data analysis	Frequency of data analysis	Audience of M&E results	Communication strategies to be employed/used	Reporting schedule/ frequency
Goal												
Outcome												
OUTPUT 1												
Input: Activity 1												
OUTPUT 2												
Input 2: Activity 1												
OUTPUT 3												
Input 3: Activity 1												
OUTPUT 4												
Input 4: Activity 1												
OUTPUT 5												



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