



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2024 - 570

To : **CHERRY ROSSETTE E. OLIVA**
Public Schools District Supervisor
Division MEP Coordinator

JUVY V. SALISE
MT-1, School In-Charge
Aplaya Elementary School, Digos City

Subject : **POST CONFERENCE ON THE REVISION AND FINALIZATION OF MONITORING TOOLS FOR THE INCLUSIVE PROGRAM CUM EVALUATION AND PROGRESS REPORTING OF MEP IMPLEMENTERS**

Date : November 21, 2024

Pursuant to Regional Memorandum CLMD-2024-770 entitled *Post Conference on the Revision and Finalization of Monitoring Tools for the Inclusive Program cum Evaluation and Progress Reporting of MEP Implementers*, this Office informs the field on the conduct of the said activity on December 5-6, 2024 at Carmen Central Elementary School, Carmen, Davao del Norte.

This activity aims to:

1. finalize the monitoring tools for the Inclusive Program focusing on MEP;
2. evaluate the implementation of the MEP for calendar year 2024; and
3. capacitate MEP implementers through shared best practices

Participants in this activity are **Cherry Rossette E. Oliva**, PSDS – Digos South District/Division MEP Focal Person, and **Juvy B. Salise**, MT-1/School Head, Aplaya Elem. School, Digos Oriental District.

Division MEP Coordinator is advised to prepare a 5-10 minute PowerPoint presentation on the Physical and Financial Plan using the approved CO template.

Food, accommodation, traveling, and other incidental expenses shall be charged to MEP Program Support Funds 2024, all subject to the usual accounting and auditing rules and regulations.

For information, guidance, and compliance.



For and in the absence of
Schools Division Superintendent:

PETER JASON C. SENARILLOS
Senior Education Program Specialist ↓
Officer In-Charge





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REGIONAL MEMORANDUM
 CLMD-2024- 770

POST CONFERENCE ON THE REVISION AND FINALIZATION OF MONITORING
 TOOLS FOR THE INCLUSIVE PROGRAM CUM EVALUATION
 AND PROGRESS REPORTING OF MEP IMPLEMENTERS

To: Schools Division Superintendents
 Chief Education Supervisor, CLMD

1. Relative to the revision and finalization of monitoring tools for the Inclusive Program, this Office informs Schools Division Offices (SDOs) on the post conference to be participated in by the following personnel on December 5-6, 2024 at Carmen Central Elementary School, Carmen, Davao del Norte.

Participants	Nos of Allocation
Madrasah Education Program (MEP) Coordinators	12
School head of MEP Implementers (1 per division)	11
ICT officer/School head/PSDS	Davao Occidental -1 Davao del Sur -1

2. This activity aims to:
 - a. finalize the monitoring tools for the Inclusive Program focusing on MEP;
 - b. evaluate the implementation of the MEP for calendar year 2024; and
 - c. capacitate MEP implementers through shared best practices.
3. Further, Division MEP coordinators are advised to prepare 5-10 minutes powerpoint presentation on their accomplished physical and financial plan using the approved CO template.
4. Accommodation, travel and other expenses relative to the conduct of the activity shall be charged to downloaded funds to the host division (OSEC-11-23-2257).
5. Immediate dissemination of this Memorandum is desired.

DEPARTMENT OF EDUCATION - DAVAO REGION
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By: *[Signature]*
 Date: *Nov. 19, 2024*
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REBONFAMIL R. BAGUIO
 Director III
 Officer-In-Charge
 Office of the Regional Director

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