



Republic of the Philippines
Department of Education
Region VII, Central Visayas

DIVISION OF CEBU PROVINCE

Sudlon, Lahug, Cebu City



DIVISION MEMORANDUM

No. 493, s. 2015

AUG 12 2015

GUIDELINES IN THE CONDUCT OF PERFORMANCE PROGRESS MONITORING, EVALUATION, AND ADJUSTMENT FOR JUNE-AUGUST 2015

To: Assistant Superintendent
Education Supervisors/Coordinators
District Supervisors/OICs/Caretakers
Elementary and Secondary School Heads

1. Attached is Regional Memorandum No. 459, s. 2015, entitled, "Performance Progress Monitoring, Evaluation and Adjustment for June-August, 2015", for the information of all concerned.
2. In the conduct of the SMEA and DMEA, Schools Heads and District Supervisors are advised to refer also to Regional Memorandum No. 324, s. 2015, hereto attached, for additional information regarding the conduct of the School/District Monitoring, Evaluation, and Adjustment (SMEA/DMEA).
3. Area Supervisors are requested to provide technical assistance to schools/districts within their area of consultancy during the conduct of the SMEA and DMEA. Results of the District Monitoring, Evaluation and Adjustment (DMEA) shall be utilized during the Division MEA.
4. The Division Monitoring, Evaluation and Adjustment will be conducted on August 25, 2015 (8:00 A.M. - 5:00 P.M.) at Badian National High School. Area Supervisors/Special Programs Coordinators and Section Heads are directed to bring with them the following documents:
 - A. Individual/Unit Physical-Financial Work Plan for S.Y 2015-2016
 - B. Individual/Unit Physical-Financial Accomplishments for 1st and 2nd Quarter.
5. This Memorandum shall serve as "Authority to Travel" to travel of participants to the Division MEA.
6. Immediate and wide dissemination of this Memorandum is directed.

ARDEN D. MONISIT, ED.D.
Schools Division Superintendent