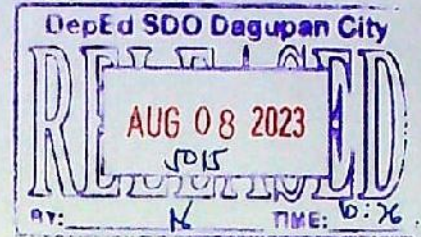




Republic of the Philippines  
**Department of Education**  
REGION I

**SCHOOLS DIVISION OFFICE DAGUPAN CITY**



**Office of the Schools Division  
Superintendent**

**DIVISION MEMORANDUM**

No. 275, s. 2023

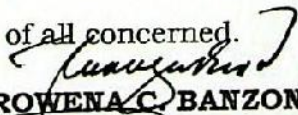
To: Assistant Schools Division Superintendent  
Chief Education Supervisors (CID & SGOD)  
Education Program Supervisors  
Public Schools District Supervisors  
Unit Heads/Section Heads  
All Others Concerned

From: Office of the Schools Division Superintendent

Subject: **MIDYEAR DIVISION MONITORING, EVALUATION AND ADJUSTMENT  
(DMEA) FISCAL YEAR 2023**

Date: July 26, 2023

1. Pursuant to Regional Memorandum No. 704 s. 2023 titled "Midyear Regional Monitoring, Evaluation and Adjustment (RMEA) for SDOs, Fiscal Year 2023", this Office, through the SGOD-School Management Monitoring & Evaluation shall conduct the MidYear Division Monitoring, Evaluation and Adjustment (DMEA).
2. The activity aims to:
  - a. present the midyear accomplishments in the implementation of major programs, projects, and activities aligned to MATATAG Agenda;
  - b. discuss SDOs' priority concerns and those needing decisions and actions from the top management along Key Performance Indicators (KPIs), Midyear Budget Utilization Report, and status of human resources in SDO.
  - c. Identify and discuss bottlenecks, challenges, issues, and concerns affecting the delivery of PPAs; and
  - d. Determine needed adjustments and enhancement in existing policies, programs, projects, activities.
3. In this regard, all unit head/section head shall prepare DMEA report following the template in the link: <https://tinyurl.com/sdodcMIDYEARDMEA2023>. Likewise, submit the said report on or before July 31, 2023, using the given link above for consolidation for MidYear Regional Monitoring, Evaluation and Adjustment (RMEA). Presentation of accomplishment report by unit/section will be announced in a separate memo.
4. For information, guidance, and compliance of all concerned.

  
**ROWENA C. BANZON, CESO V**  
Schools Division Superintendent



Address: Burgos St., Poblacion Oeste, Dagupan City  
Telephone: (075) 653-4101  
Website: [depeddagupan.com](http://depeddagupan.com)  
email: [dagupan.city@deped.gov.ph](mailto:dagupan.city@deped.gov.ph)



Management  
System  
ISO 9001:2015  
[www.tuv.com](http://www.tuv.com)  
D 912683285





## Mechanics for Presentation of Midyear

### Accomplishments

PPAs contributing to the achievement of outcomes (KPIs)

**MA**ke the curriculum relevant to produce competent, job-ready, active, and responsible citizens

Specific SDO Program	Accomplished Output		Committed Action to sustain by 2028
	Target	Actual	



## Mechanics for Presentation of Midyear

### Accomplishments

PPAs contributing to the achievement of outcomes (KPIs)

**TA**ke steps to accelerate delivery of basic education facilities and services

Specific SDO Program	Accomplished Output		Committed Action to sustain by 2028
	Target	Actual	








## Mechanics for Presentation of Midyear

### Accomplishments

PPAs contributing to the achievement of outcomes (KPIs)

TAke good care of learners by promoting learner well being, inclusive education, and a positive learning environment

Specific SDO Program	Accomplished Output		Committed Action to sustain by 2028
	Target	Actual	




## Mechanics for Presentation of Midyear

### Accomplishments

PPAs contributing to the achievement of outcomes (KPIs)

Give support to teachers to teach better

Specific SDO Program	Accomplished Output		Committed Action to sustain by 2028
	Target	Actual	



## Mechanics for Presentation of Midyear Accomplishments

Bottlenecks, Challenges, Concerns (BCCs) in achieving the KPIs Targets

Specific SDO Program	Operational Issues	Policy Issues	Committed action to improve implementation
----------------------	--------------------	---------------	--------------------------------------------



## Mechanics for Presentation of Midyear Accomplishments

- Keep the report **simple, concise, and direct to the point**
  - Use short and brief bullet points for easy consolidation
  - Use charts, tables, infographics, and visualizations to clearly illustrate trends and patterns if applicable
  - Ensure data accuracy

