



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

December 06 , 2021

DIVISION MEMORANDUM

No. 295, s. 2021

**CONDUCT OF 4th QUARTER DIVISION MONITORING EVALUATION
and ADJUSTMENT (DMEA) PRESENTATION**

To: Assistant Schools Division Superintendents.
Division Chiefs
Unit Heads
PSDS and EPS in-charge of DMEA
All Others Concerned

1. In preparation for the Region Monitoring Evaluation and Adjustment, The Schools Division Office of Bulacan shall conduct the presentation of 4th Quarter Division Monitoring, Evaluation and Adjustment on December 14-16, 2021 at 8:30 to 4:pm.
2. The conduct of presentation shall be in blended modality, only the schedule presenter of the day shall stay in the conference hall and the remaining participants shall use online platform in compliance to IATF health and safety protocol. Meeting link shall be <https://meet.google.com/seo-gmas-rev> , and the ICTS staff shall assist the presenter in their presentation and provide technical assistance throughout the activity.
3. All units are hereby instructed to **follow strictly the DMEA template in the presentation.** After the presentation of each unit, all presenters shall work on suggestions and corrections and submit the improved output in soft copy, c/o Mrs. Ma. Lourdes J. Patag, SEPS, SMME-SGOD, via DMEA SDO Bulacan FB messenger. All presentations are expected to be sent on Friday December 17, 2021 for consolidation for Regional Presentation.



Address: Provincial Capitol Compound, Brgy. Guinhawa, City of Malolos, Bulacan

Website: <https://bulacandeped.com>

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4. All expenses incurred during the activity including snacks and meals shall be charge against Division MOOE subject to usual accounting/auditing rules and regulations.
5. Refer to the attached enclosure for the schedule of presentation.
6. Maximum involvement and cooperation of all concerned is enjoined.
7. Immediate dissemination of this Memorandum is desired.


ZENIA G. MOSTOLES, EdD. CESO V
Schools Division Superintendent



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(Enclosure 1 to Div. Memo. No. 295, s. 2021)

SCHEDULE OF PRESENTATION

TIME	UNIT
December 14, 2021 Day 1	
8:30-10:30	Finance Unit (Accounting, Cash and Budget)
10:30-12:00	ICT and Records
1:00 -2:30	Personnel, and Legal
2:30 – 4:00	Supply and AO
December 15, 2021 Day 2	
8:30-10:30	SHN and Educ Facilities
10:30-12:00	SMN and DRRM
1:00 -2:30	HRD and YFD
2:30 – 4:00	Private school and SMME
December 16, 2021 Day 3	
8:00-9:00	Planning and Research
9:00-10:00	PSDS and EPS
10:00-11:00	LRMDS AND ALS



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