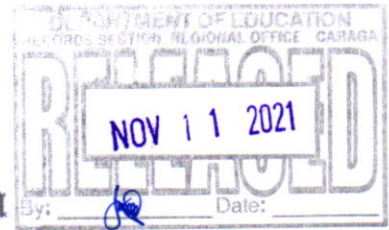




Republic of the Philippines  
**Department of Education**  
CARAGA REGION



November 11, 2021

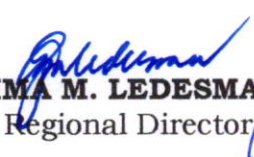
REGIONAL MEMORANDUM

No. 889, s. 2021

To: SCHOOLS DIVISION SUPERINTENDENTS  
ASSISTANT SCHOOLS DIVISION SUPERINTENDENTS  
CHIEFS OF SGOD  
SEPS SMME  
CONCERNED SCHOOL HEADS  
This Region

ORIENTATION ON THE MONITORING AND EVALUATION (M&E) PLAN FOR THE  
PILOT IMPLEMENTATION OF LIMITED FACE-TO-FACE CLASSES

1. This is to inform the field on the orientation for the Monitoring and Evaluation (M&E) Plan in the pilot implementation of the limited face-to-face classes on November 12, 2021 at exactly 1:30 – 5:00 PM.
2. The orientation seeks to:
  - a. Present and discuss the M & E Plan for the pilot implementation of the limited F2F classes;
  - b. Level off with the roles and responsibilities on the conduct of M & E for the F2F pilot implementation across governance levels; and
  - c. Discuss the timelines and mechanisms in collecting the data for the M & E Plan.
3. The expected participants in the SDOs of Siargao, Surigao del Norte, Surigao City are SGOD Chiefs, SEPSs SMME, and School Heads of the identified pilot schools. All participants shall confirm their participation on/or before November 10, 2021 through email address [ps.prd@deped.gov.ph](mailto:ps.prd@deped.gov.ph).
4. All other items in the orientation on the M & E Plan are found in Enclosure No. 1.
5. Immediate and wide dissemination of this memorandum to all concerned is highly desired.

  
**MA. GEMMA M. LEDESMA, CESO V**  
Regional Director



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DepEdRO13-F-REC-013/R3/02-18-2020

Encls.: As stated

Reference: Memorandum OUCOS-PS-2021-043

To be indicated in the Perpetual Index under the following subjects:

MONITORING      SCHOOL HEADS      EVALUATION      PLAN

QAD/edm

11/10/2021



Enclosure No. 1 of Regional Memorandum Circular No. 1, s. 2021


**Department of Education**  
OFFICE OF THE SECRETARY

odps1703

**MEMORANDUM**

OUCOS-PS-2021-043

**TO:** Regional Directors (I, III, IV-A, V, VI, VII, VIII, IX, X, XI, XII, CARAGA)  
Concerned Schools Division Superintendents

**FROM:**   
**ROGER B. MASAPOL**  
Director IV, Planning Service

**SUBJECT:** Orientation on the Monitoring and Evaluation (M&E) Plan for the Pilot Implementation of Limited Face-to-Face Classes

**DATE:** November 8, 2021

As part of the continuing response to the COVID-19 pandemic in the basic education sector, the Department of Education (DepEd) and the Department of Health (DOH) recently issued DepEd-DOH Joint Memorandum Circular (JMC) No. 1, s. 2021 otherwise known as the **Operational Guidelines on the Implementation of Limited Face-to-Face Learning Modality** to guide the safe implementation of the limited face-to-face classes and to address teaching and learning challenges encountered in distance education. Selected schools based on the risk assessment of DOH and the school safety assessment of DepEd will participate in the pilot implementation which will start on November 15, 2021.

To assess the pilot implementation of the limited face-to-face classes, a monitoring and evaluation (M&E) plan was developed which outlined the indicators to be measured. Results from the M&E of the pilot implementation shall provide insights on how to improve the implementation of limited face-to-face classes for the expanded implementation and to the transition to the new normal.

As part of the operationalization of the M&E plan for the limited face-to-face classes, an orientation will be conducted to Regional Offices (RO) and Schools Division Offices (SDO) participating in the pilot implementation. This orientation seeks to:

- present and discuss the M&E plan for the pilot implementation of the limited F2F classes;
- level off with the roles and responsibilities on the conduct of M&E for the F2F pilot implementation across governance levels; and
- discuss the timelines and mechanisms in collecting the data for the M&E plan.

The orientation will be held on **November 11 and 12, 2021** and will be conducted in four (4) clusters. All concerned ROs, SDOs, and the identified pilot schools are requested to send the following representatives:



OFFICE	TARGET PARTICIPANTS
Regional Office (RO)	<ul style="list-style-type: none"> <li>● Two (2) Quality Assurance Assurance (QAD) representatives</li> </ul>
Schools Division Office (SDO)	<ul style="list-style-type: none"> <li>● SGOD Chief</li> <li>● Senior Education Program Specialist (SEPS) for School Management and Monitoring and Evaluation (SMME)</li> </ul>
Pilot Schools	<ul style="list-style-type: none"> <li>● School Head</li> </ul>

Attached for your reference is the schedule of the clusters of the concerned ROs, SDOs, and pilot schools. (Annex 1)

Relative to this, please be reminded of the following administrative matters:

- All participants shall confirm their participation on/or before **10 November 2021** through email address [ps.prd@deped.gov.ph](mailto:ps.prd@deped.gov.ph).
- Google Meet will be used as the teleconferencing platform. Meeting links for the activity will be sent prior to the orientation.
- Orientation will run for 3 hours which may be extended as necessary.

For clarification and inquiries, please contact the PRDD-PS through email at [ps.prd@deped.gov.ph](mailto:ps.prd@deped.gov.ph).

For your appropriate action. Thank you.

Noted by:

**ATTY. NEPOMUCENO A. MALALUAN**  
*Undersecretary and Chief of Staff*