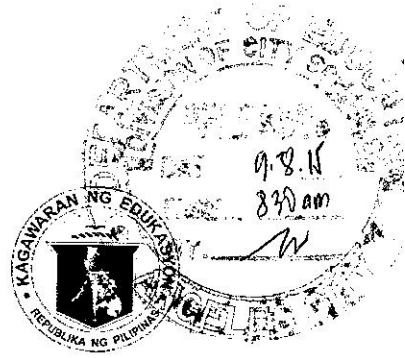




Department of Education
Region III
DIVISION OF CITY SCHOOLS
Angeles City

Jesus Street, Pulungbulu, Angeles City
Tel. No. : (045) 322- 4702 / Fax No.: (045) 887- 6099



September 7, 2015

DIVISION MEMORANDUM

No. *207* , s. 2015

SUBMISSION OF QUARTERLY DMEA FORMS

To: All Division Units

1. This is to remind that the **accomplishment and submission of the Quarterly DMEA Forms** will be on **September 21, 2015**.

2. Accomplished DMEA Forms will be submitted to the person in-charge of the report for validation. Refer to the attached Enclosures for your reference.


Enclosure 1 – DMEA Forms

Enclosure 2 – DQMT Structure

Enclosure 3 – Delegation of Tasks (person in-charge of the report)

3. The validated report will be collected by the SMM&E Team on September 25, 2015.

4. Please be guided accordingly.


LEILANI S. CUNANAN, CESO VI
Officer-in-Charge
Office of the Schools Division Superintendent

DMEA Form 1-A : PHYSICAL OUTPUT MATRIX

Name of School: _____

[illegible]

DMEA Form 1-B: STATUS OF PHYSICAL ACCOMPLISHMENTS

Name of School: _____

[illegible]

[illegible]

DMEA Form 1-D: VALUE ADDED CONTRIBUTIONS

Division Unit: _____

[illegible]

[illegible]

DMEA Form 2-C: Status of Allotment, Obligation, Release & Utilization of Funds for the Quarter for Programs and Projects (To be accomplished by BFU)

[illegible]

DMEA Form 2-D: Status of Allotment, Obligation, Release & Utilization of Funds for Programs and Projects
for FY _____ as date or End of the Quarter (Cummulative)

[illegible]

DMEA Form 3-A: ISSUES AND RESOLUTIONS BY CATEGORY

School: _____

ACTIVITY/TASKS/PROCESSES					REQUIRED MATERIALS/ DOCUMENTS
Category of Issues	Issues within the Unit's Control	Proposed Resolution	Issues for Attention of Higher Management / External Stakeholders	Proposed Resolution or Action Sought from Mgt.	
TECHNICAL (Design and approach in implementing interventions)					
INSTITUTIONAL (Organizational structure/human resources. Concerns of units and administrative units)					
FINANCIAL (Monetary support for Division Office)					
POLITICAL (Leadership in National and Local Government as well as peace and order situation)					
ENVIRONMENTAL/INFRASTRUCTURE (Physical facilities and location of DO offices)					
SOCIAL (Cultural uniqueness of the intended beneficiaries)					
GENDER (Involvement of both males and females in project implementation)					
EFFICIENCY (Liquidation of cash advances within a specified time frame)					

DMEA Form 4-A : LIST OF LESSONS LEARNED

School: _____

[illegible]

DMEA Form 2-C: Status of Allotment, Obligation, Release & Utilization of Funds for the Quarter for Programs and Projects (To be accomplished by BFU)

[illegible]

DQMT STRUCTURE

CHAIRMAN: LYN V. LANSANGAN
Chief Education Supervisor, SGOD
CO-CHAIR: EDGAR L. MANABAT
Education Program Supervisor, SGOD

DIVISION M&E MEMBERS:

M&E AND SBM COORDINATOR:	GLENN P. SARMIENTO SEPS SM M&E
SEPS:	CRISTIAN F. DAVID Soc. Mob. and Networking MARJORIE D. LACSON HRD MA. LEONORA E.VINOYA Planning and Research
EPS II:	ELIZABETH G. DAVID SMM&E ARCELY G. GARCIA HRD AIZA G. LUGTU Soc. Mo.b and Networking MARILOU Q. CASTRO Planning and Research
ENGINEERS:	ENGR. MA. CHRISTINA S. SARMIENTO PDO ENGR. NORMA P. CABIGTING Engineer III
HEALTH AND NUTRITION:	DR. DONNA MAE A. BATUL Medical Officer IV DR. RAMIL M. POLICARPIO Dentist GORGONIA I. PANGILINAN Nurse II ROSEMARIE VENANCIA P. NECESARIO Nurse II
DISTRICT M&E MEMBERS:	
PSDS:	ANASTACIA NIMFA P. AQUINO JOSEPHINE G. FIGUEROA REMEDIOS M. FLORES AGNES G. MANABAT FELIX M. PINEDA LEONIDA K. QUITO ORLENE S. SANTOS AMANDO C. YUTUC

DELEGATION OF TASKS

DIVISION M&E TEAM	
Person In Charge	Units to be Monitored and Validated
Dr. Ramil M. Policarpio	School Management M&E and Social Mobilization & Networking Teams
Dr. Donna Mae A. Batul	Human Resource Development and Planning & Research Teams
Marjorie D. Lacson	DRRM, Educational Facilities, and Health & Nutrition Teams
Elizabeth G. David	Math EPS, Science EPS, and English EPS
Arcely G. Garcia	Filipino EPS, Values EPS, and AP EPS
Ma. Leonora E. Vinoya	MAPEH EPS, TLE EPS, and Kinder EPS
Engr. Ma. Christina S. Sarmiento	ALS EPS, Abot Alam EPS, and LRMDs EPS
Glenn P. Sarmiento	Elementary Cluster 1, Cluster 2, and Cluster 3 PSDS
Engr. Norma P. Cabigting	Elementary Cluster 4, Cluster 5, and Cluster 6 PSDS
Marilou Q. Castro	Secondary Cluster 1, Cluster 2, and Cluster 3 PSDS
Rosemarie Venancia P. Necesario	Administrative Office and HRMO
Gorgonia I. Pangilinan	Legal Office and Records
Aiza G. Lugtu	ICT, Cashier and Supply Office
Cristian F. David	Accounting and Budget
Orlene S. Santos	Elementary Cluster 1
Remedios M. Flores	Elementary Cluster 2
Leonida K. Quinto	Elementary Cluster 3
Anastacia Nimfa P. Aquino	Elementary Cluster 4
Dr. Agnes G. Manabat	Elementary Cluster 5
Cesar Hernandez	Elementary Cluster 6
Josephine G. Figueroa	Secondary Cluster 1
Felix M. Pineda	Secondary Cluster 2
Dr. Amando C. Yutuc	Secondary Cluster 3