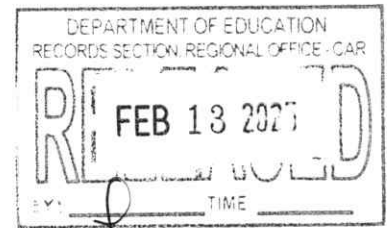




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region



11 February 2025

**REGIONAL MEMORANDUM**  
No. 110-2025

**ORIENTATION AND WORKSHOP ON THE REGIONAL GUIDELINES ON THE  
CONDUCT OF PROGRAM IMPLEMENTATION REVIEW (PIR)**

To: Schools Division Superintendents  
Chief Education Supervisors of the RO FDs  
All Others Concerned

1. Relative to DepEd Order No. 29, s. 2022 known as the “Adoption of the Basic Education Monitoring and Evaluation Framework (BEMEF)”, an **orientation and workshop on Regional Memorandum No. 846, s. 2024** known as the Regional Guidelines on the Conduct of the Program Implementation Review (PIR) will be conducted on **March 19 to 21, 2025** at **NEAPR Hall, DepEd CAR RO, Wangal, La Trinidad, Benguet**.

3. This activity aims to orient the RO program owners and SDO M&E Focals on the regional guidelines on the conduct of PIR, and to prepare the M&E Plan per program owner aligning to the 5-point agenda of the department.

4. Participants are encouraged to bring their laptop, and the M&E Plan designed for their program/project/activity. Enclosed is the list of participants and the Indicative Program Matrix for this activity. Participants must confirm their attendance through the following link on or before March 7, 2025:  
<https://tinyurl.com/OrientationPIR>

5. Board and lodging for the identified stay-in participants, meals for the stay-out participants, contingency, supplies and materials, and other miscellaneous expenses shall be charged against the RO MOOE, subject to the usual accounting and auditing rules and regulations.

6. Transportation allowance and other daily travel expenses not covered in item no. 5 of this memorandum are charged against their local fund.

7. For details or queries, kindly contact the Quality Assurance Division (QAD) at Tel. No. 422-1381 (local 1201) or email at [car.qad@deped.gov.ph](mailto:car.qad@deped.gov.ph).

8. Widest dissemination of this memorandum is earnestly desired.

**ESTELA P. LEON-CARIÑO, EdD, CESO III**  
Director IV/ Regional Director

QAD/CDBJr/elq/OrientationPIR



Address: DepEd-CAR Compound, Wangal, La Trinidad, Benguet, 2601

Telephone No: (074) 422 – 1318

Email Address: [car@deped.gov.ph](mailto:car@deped.gov.ph)

DepEd Tayo Cordillera <https://depedcar.ph>



**List of Participants**

Schools Division Offices Participants: Planning Officer  
SEPS-SMME  
EPS II-SMME

*\*Participants from SDO Abra, Apayao, Ifugao, Kalinga, Mt. Province, and Tabuk City will be accommodated for a live-in stay at NEAPR.*

## Regional Office

<b>FD/Unit</b>	<b>Number of Pax</b>	<b>Name</b>
Top Management	2	Estela P. Leon-Cariño EdD, CESO III Ronald. D. Castillo, CESO V
ASD	4	Maksim Botilas Maricel S. Codimdim Lilia A. Banawe Cornelia D. Adaci-Dulnuan
CLMD	7	Jennifer Ande Jonalyn Ambrona Benjamin M. Dio-al Nover Keith Mente Alfredo Lanas Rosemarie Yangkin Wilfred C. Bagsao
ESSD	6	Georgina C. Ducayso Christopher B. Hadsan Dr. Raymond Damoslog Mayclaire A. Jimenez Evangeline P. Malag Diane B. Joaquin
Finance	2	Cristina L. Paquit Erniely D. Godoy
FTAD	2	Egdar H. Madlaing Marjorie T. Valdez
HRDD	4	Rosita C. Agnasi Sasha Joseph L. Daganos Dexter B. Andres Laureen B. Likigan
ORD Proper	1	Janette O. Payang
ICT Unit	2	Jumar B. Yago-an Clinton L. Bugtong
Legal Unit	2	Atty. Vanessa B. Flora Janelle S. Dogao
PAU	1	Cyrille B. Miranda
PPRD	3	Ethielyn E. Taqued Rose Melody M. Flores Crisanta P. Pantalleon
QAD	6	Clemente D. Bandao Jr. Leonardo M. Aquino Florence E. Balictan Romulo B. Basa Ester L. Gallotan Jose Lorenzo C. Cobarrubias
<b>TOTAL</b>	<b>42</b>	

Enclosure 2 of RM No. \_\_\_\_\_

### Indicative Program Matrix

<i>Day</i>	<i>Activity/Session/Topic</i>	<i>Time</i>	<i>Person In-Charge</i>
Day 1 (March 3, 2025)	Arrival of Participants		
	Registration	10:00AM-12:00 PM	<b>JOSE LORENZO COBARRUBIAS</b> Admin. Assistant II
	Opening Program	1:00 – 1:30 PM	AVP
	Welcome Remarks		<b>RONALD CASTILLO, CESO V</b> Assistant Regional Director
	Statement of Purpose		<b>CLEMENTE D. BANDAO JR.</b> OIC-Chief, QAD
	Message		<b>ESTELA P. LEON-CARIÑO EdD, CESO III</b> Regional Director
	Overview of the 5-point Agenda of the DepEd	1:30 – 2:30 PM	<b>RONALD CASTILLO, CESO V</b> Assistant Regional Director
	Orientation Proper: Scope and Policy Statement	2:30 – 3:00 PM	<b>ESTER L. GALLOTAN</b> EPS, QAD
	HEALTH BREAK	3:00 – 3:20 PM	
	Orientation Proper: Regional Program Implementation Review (PIR) Framework	3:20 – 4:30 PM	<b>ESTER L. GALLOTAN</b> EPS, QAD
<b>Facilitator: Leonardo M. Aquino</b>			
Day 2 (March 4, 2025)	MOL	8:00 – 8:15 AM	By assignment
	Orientation Proper: Conduct of RO PIR	8:15 – 10:00 AM	<b>FLORENCE E. BALICTAN</b> EPS, QAD
	HEALTH BREAK	10:00 - 10:20 AM	
	Orientation Proper: Conduct of PIR with the SDOs	10:20 – 11:30 AM	<b>LEONARDO M. AQUINO</b> EPS, QAD
	Orientation Proper: Matrix of Activity	11:30 AM – 12:00 PM	<b>ROMULO B. BASA</b> EPS, QAD
	LUNCH BREAK	12:00 – 1:00 PM	
	M&E Planning	1:00 – 2:00 PM	<b>ESTER L. GALLOTAN</b> EPS, QAD
	Workshop 1: Preparation of the M&E Plan per Program Owner	2:00 – 5:00 PM	Hands-on
<b>Facilitator: Romulo B. Basa</b>			
Day 3 (March 5, 2025)	MOL	8:00 – 8:15 AM	By assignment
	Presentation of Workshop 1 Outputs	8:15 – 10:00 AM	Critiquing, Discussion
	HEALTH BREAK	10:00 - 10:20 AM	
	Presentation of Workshop 1 Outputs	10:20 – 11:30 AM	Critiquing, Discussion
	Closing Program	11:30 AM-12:00 PM	
	LUNCH BREAK	12:00 – 1:00 PM	
	<i>Home Sweet Home!</i>	1:00 PM	
<b>Facilitator: Florence E. Balictan</b>			