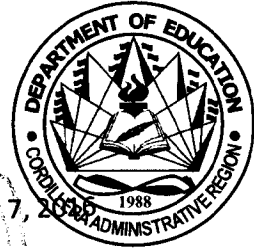


Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



September 7, 2016

SEP 07 2016
fbeng

REGIONAL MEMORANDUM
NO. 249-2016

CORRIGENDUM ON THE DATE OF THE WORKSHOP ON THE PREPARATION OF MONITORING AND EVALUATION TOOLS AND FORMAT FOR QUARTERLY MONITORING, EVALUATION, AND ADJUSTMENT (MEA) ACTIVITIES

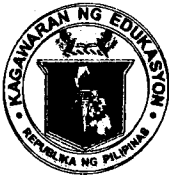
To : Schools Division Superintendent
All Divisions

1. This is to announce the change of date in the conduct of the Workshop on the Preparation of Monitoring and Evaluation Tools and Format for the Quarterly Monitoring, Evaluation, and Adjustment Activities from **September 21-22 to September 22-23, 2016.**
2. Wide dissemination of this memorandum is desired.

SORAYA T. FACULO
CHIEF, HRDD
Officer-In-Charge
Office of the Assistant Regional Director

Telephone Numbers:

Office of the Director IV	-422-4074	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-3015
Fax Machine	-422-1318	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-3993
Office of the Director III	-309-3013	Non Formal Education Division	-422-5187	Regional Planning Unit	-309-1234	Special Services Division	-424-5167



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



August 24, 2016

REGIONAL MEMORANDUM
NO. 243-2016

RECEIVED
SEP 06 2016
DEPED-CAR Time: _____

WORKSHOP ON THE PREPARATION OF MONITORING AND EVALUATION TOOLS AND FORMAT FOR QUARTERLY MONITORING, EVALUATION AND ADJUSTMENT (MEA) CONFERENCE

To: Schools Division Superintendent
All Divisions

1. The conduct of Workshop on the Preparation of Monitoring and Evaluation Tools and Format for the Quarterly Monitoring, Evaluation and Adjustment (MEA) Conference shall be at the SNC Hall, DepEd- CAR, Regional Office, Wangal, La Trinidad, Benguet on September 21-22, 2016.
2. The activity aims to:
 - a. Orient participants on the Monitoring and Evaluation System, Monitoring, Evaluation and Adjustment (MEA) Technology and on the preparation of complete staff work.
 - b. Prepare f M & E guidelines/tools and format for MEA conferences.
3. The participants to the two-day activity are the following:

SDO SGOD Chiefs	8
SDO CID Chiefs	8
PSDS, 1 per SDO	8
Regional Office Division Chiefs	8
PPRD, 1 EPS	1
FTAD, 1 EPS	1
Regional Director	1
Asst. Regional Director	1
Legal Unit Head	1
Support Staff (QAD)	5
TOTAL	42

[Handwritten initials]

ICT - *[initials]*
EGD - *[initials]*
FINANCE - *[initials]*
ADMIN - *[initials]*
HRDD - *[initials]*

4. Travel expenses of participants shall be charged against local funds while supplies and materials, lodging (except for the divisions of Baguio city and Benguet, RO participants), Hall rental, and meals and snacks shall be charged against regional funds subject to existing rules and regulation. The first meal shall be breakfast to be served on September 21 and last meal shall be dinner of September 22, 2016.
5. Wide dissemination of this memorandum is desired.

[Signature]
BEATRIZ G. TORNO, Ph.D., CESO IV
Assistant Regional Director
Officer-in-Charge
Office of the Regional Director

QAD/fceb