



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III
DIVISION OF NUEVA ECIJA
Cabanatuan City



June 15, 2015

DIVISION MEMORANDUM
No. 65 , s. 2015

**TRAINING PROGRAM ON QUALITY MANAGEMENT AND MONITORING
& EVALUATION SYSTEMS (QMS-M&E) AND FACILITATORS AND
PERFORMANCE MANAGEMENT TEAM (PMT) TRAINING ON THE
RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS)**

To: Division Unit Heads
District Supervisors
PESPA Officers
High School Principals

1. In view of the present RAT structure of the Department of Education, the School Governance and Operations Division (SGOD) spearheads a 1-Day Training Program on Quality Management and Monitoring and Evaluation Systems (QMS-M&E) and Facilitators and Performance Management Team (PMT) Training on the Results – Based Performance Management System (RPMS) on June 30, 2015 at the Amphitheatre, Old Capitol Compound, Cabanatuan City.
2. The Objectives of the activity:
 - a. install Quality Management and Monitoring and Evaluation Systems (QMS-M&E) in the division;
 - b. define the functions and expectations of persons involved in the maintenance of quality assurance systems and standards;
 - c. perform activities through workshops on the proper implementation of Monitoring and Evaluation Systems and MEA Process flow;
 - d. update and reorient the facilitators/trainers on the changes in RPMS;
 - e. constitute and train the PMT in the Schools Division Office to have a common understanding of their roles and responsibilities; and
 - f. plan and conduct school level re-orientation.
3. Enclosure No.1 is the Program Schedule Matrix.
4. Participants are expected to be at the venue on the said date. Snacks and Lunch will be served. Cost of travel and transportation shall be charged against Local MOOE subject to the usual accounting and auditing rules and regulations.
5. Program schedule will be strictly followed. Participants are expected to be on time and engage actively in all the activities.
6. Immediate dissemination of this Memorandum is desired.


EDNA SANTOS ZERRUDO, Ed.D., CESO V
Schools Division Superintendent

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Program Schedule Matrix:

Morning	
7:30-8:00	Arrival/Registration of Participants
8:01-8:20	Opening Program/Statement of Purpose & Objectives
8:21-9:00	Session 1- Preparing for Installation of the Quality Management System (QMS) Facilitator: <i>Orlando C. De Leon (AO V)</i>
9:01-9:30	Session 2- Work Planning Facilitator: <i>Orlando C. De Leon (AO V)</i>
9:31-10:00	Session 3- Setting-up M&E System Facilitator: <i>Dr. Elizabeth Galindo (SEPS)</i>
10:01-11:00	Session 4- RMEA (Quantitative Information) - RMEA (Educational) Facilitator: <i>Dr. Elizabeth Galindo (SEPS)</i>
1:01-12:00	Session 5- MEA Process Flow Facilitator: <i>Dr. Florentino Ramos (EPS-II)</i>
LUNCH BREAK	
Afternoon	
1:00-2:30	Session 1- DepEd RPMS Framework (Re-orientation) Facilitator: <i>Dr. Lulu B. Diamante (SEPS)</i>
2:31-4:00	Session 2- Performance Monitoring and Coaching Facilitator: <i>Dr. Ceasar Lopez (AO IV)</i>
4:01-4:30	Open Forum
4:31-5:00	Closing Program

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BUDGET PROPOSAL

Date	Participants	Venue	Resources Needed	Fund Requirement
June 30, 2015	<ul style="list-style-type: none"> • 33 PSDS • 33 PESPA Officer • 108 HS Principals • 10 Members of the Training Team • 12 Division Unit Heads <p>Total: 196</p>	Amphitheatre, Nueva Ecija Old Capitol Compound, Cabanatuan City	Training Kit: 196 x P10.00	P1,960.00
			Food: 196x P180.00 (2 snacks & 1 lunch)	35,280.00
			Certificates: Bond Paper: P175.00 Ink: P1,250.00	1,425.00
Total				<u>Php 38,665.00</u>