



Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF NUEVA VIZCAYA

11 May 2023

DIVISION MEMORANDUM
 No. **160**, s. 2023

TRAINING WORKSHOP OF SELECTED TEACHERS AND SCHOOL HEADS ON BASIC EDUCATION MONITORING AND EVALUATION FRAMEWORK (BEMEF)

To: Office of the Assistant Schools Division Superintendent
 School Governance and Operations Division Chief
 Curriculum Implementation Division Chief
 Public Schools District Supervisors/District In-Charge
 Public Elementary and Secondary School Heads Concerned
 All others concerned

- Relative to DepEd Order No. 29, series 2022 entitled “Adoption of the Basic Education Monitoring and Evaluation Framework”, this Office through the School Governance and Operations Division (SGOD) - School Management, Monitoring and Evaluation (SMME) Section shall conduct in-person Training Workshop of Selected Teachers and School Heads on Basic Education Monitoring and Evaluation Framework (BEMEF) Implementation and Crafting of M&E Plans on **June 7 – 8, 2023 at SDO Conference Hall, Bayombong, Nueva Vizcaya. See attached Program Matrix.**
- The training program aims to: (a) Orient the participants on the provisions of DepEd Order No. 29, s. 2022; (b) Familiarize with the theory of Change, as a process in crafting the M&E plans; and (c) Craft and develop implementation and M&E plans consistent with DepEd policies.
- The target participants are the following:

Participants	Number of Participants
Secondary School Heads	47
PSDSs/DICs	23
District M&E Focal Person	23
Total	93

Pre-registration of the participants shall be made until May 12, 2023 using this online Google form: **<https://tinyurl.com/PreRegCapB1>**

- Expenses relative to the conduct of this activity shall be charged against HRTD-2023 Funds subject to usual accounting and auditing rules and regulations.
- Immediate dissemination of this Memorandum to all concerned is enjoined.

ORLANDO E. MANUEL PhD., CESO V
 Schools Division Superintendent

By the authority of the Schools Division Superintendent:



ROMULO S. ANCHETA PhD
 Chief Education Supervisor
 Officer In-charge



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Program Matrix

Day & Time	Topic/Activity
0730-0830	<ul style="list-style-type: none"> • Registration
0830 - 0900	<ul style="list-style-type: none"> • Opening Ceremonies <ul style="list-style-type: none"> ○ National Anthem ○ Invocation ○ Introduction of participants ○ Message ○ Objectives of the Activity
0900 – 0930	<ul style="list-style-type: none"> • Training rules, norms, and requirements
0930 – 1000	<ul style="list-style-type: none"> • Overview of the activity • Pre-Test • Leveling off: Assessment of M&E initiatives
1000-1200	<ul style="list-style-type: none"> • Basic M and E Concepts, Guiding Principles and Theory of Change (To) • BEMEF Framework <ul style="list-style-type: none"> ○ Intermediate Outcomes (IOs) and Enabling Mechanisms (EMs)
1200 – 1300	<i>Lunch Break</i>
1300 – 1315	MOL and Reminders
1315 – 1430	<ul style="list-style-type: none"> • BEMEF and its Performance indicators
1430 – 1530	<ul style="list-style-type: none"> • M&E Mechanism
1530 – 1630	<ul style="list-style-type: none"> • M&E System per Governance Level <ul style="list-style-type: none"> ○ Roles and Responsibilities of Offices
1630 – 1700	<ul style="list-style-type: none"> • Open Forum • Day 1 Evaluation (Project LD Quality TIME-Technology-Integrated Monitoring and Evaluation)
0800 – 0830	<ul style="list-style-type: none"> • MOL and Reminders • Preliminaries <ul style="list-style-type: none"> ○ Management of Learning (MOL) ○ Overview of the Day 1 discussions
0830-1030	<ul style="list-style-type: none"> • Workshop 1: Crafting of District and School BEMEF Implementation Plan
1030 - 1200	<ul style="list-style-type: none"> • Presentation of the School and District Implementation Plan and Critiquing
1200 – 1300	<i>Lunch Break</i>
1300 – 1315	<ul style="list-style-type: none"> • Ice breaker/Energizer and Reminders
1315 – 1530	<ul style="list-style-type: none"> • How to craft an M&E Plan • Workshop 2: Crafting M&E Plan
1530- 1700	<ul style="list-style-type: none"> • Presentation of Outputs • Crafting performance indicators • Critiquing of outputs • Post-training evaluation and Closing



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