



050621-008

Republic of the Philippines
Department of Education

REGION IV-A
SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

May 6, 2021

DIVISION MEMORANDUM





NO. 131, s. 2021

To: OIC, Assistant Schools Division Superintendents
Chief, Curriculum and Implementation Division
Chief, School Governance and Operations Division
Programs, Projects and Activities Focal Persons
All Concerns

**ASSESSMENT AND VALIDATION OF CURRICULUM AND IMPLEMENTATION
DIVISION'S PROGRAMS, PROJECTS AND ACTIVITIES**

1. Pursuant to NEDA – DBM Joint Memorandum Circular No. 2015 – 01 dated July 15, 2015, it is imperative to gather evidence whether policies, projects and programs implemented by the public sector are achieving their intended development results (outputs, outcomes and impact). Relative to this, the School Governance and Operations Division through the School Management Monitoring and Evaluation Section will conduct an assessment and validation of Curriculum and Implementation Division's Programs, Projects and Activities on the following dates:
 - a. Document Assessment - May 17 - 21, 2021
 - b. Validation - July 5 - 9, 2021
2. This activity specifically aims to:
 - a. evaluate the status of implementation and accomplishment of the seven (7) banner programs of CID; and
 - b. gather necessary information that will serve as the basis of recommendation for continuous improvement of the mentioned PPAs.
3. Participants of the said activity will be the assigned focal persons of the respective PPAs and the SMME section. Since the activity entails a combination of face to face and virtual modality, attendees are expected to strictly follow the health protocol such as wearing a face mask and face shield, physical distancing and proper hand sanitizing.
4. Attached are the List of Evaluators, Schedule of Activities and Evaluation Tool.



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5. Expenses relative to the conduct of this activity will be charged to the HTRD fund subject to usual accounting and auditing rules and procedures.
6. Should there be any concern, you may contact Ms. Maria Belen Mojica, SEPS - SMME and Ms. Kristine G. dela Rosa, EPS - SMME thru the email addresses: mariabelen.mojica@deped.gov.ph and kristine.gener@deped.gov.ph
7. Immediate dissemination of this Memorandum is highly desired.

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

KGdR/DM 131 s. 2021
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Attachment A. List of Program Evaluators

Name of Program	List of Evaluators		Assigned Focal Person
Hi-Teach	Diana P. Topacio Maria Belen C. Mojica Kristine G. dela Rosa	Ronalyn Salazar	Wenifreda S. Diquit
AGAP		Reniel Patrick Tejidor	Riza D. Soberano
Saliksuri		May Anne Joy Romanes	Riza D. Soberano
ILikha		Reniel Patrick Tejidor	Noel S. Ortega
Spark		May Anne Joy Romanes	Wenifreda Diquit Josephine Monzaga Maribeth C. Rieta
Kalinga		Marlene Panganiban	Emily Quintos ALS Specialist (1)
Power it up		Lito Camo Jr. Neil Ivan Lontoc	Romeo Endraca Emily Quintos



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Attachment B. Schedule of Activities

Date/ Time	Activity	Venue
May 17 / 9:00 am	Opening Program	via Zoom
May 17 / 9:30 am - 11:00 am	Document Assessment - AGAP	Silid Ugnayan
May 17 / 1:00 pm - 3:00 pm	Document Assessment - SALIKSURI	
May 18 / 9:30 am - 11:00 am	Document Assessment - HI-TEACH	
May 18 / 1:00 pm - 3:00 pm	Document Assessment - SPARKS	
May 19 / 9:30 am - 11:00 am	Document Assessment - KALINGA	
May 19 / 1:00 pm - 3:00 pm	Document Assessment - POWER IT UP	
May 20 / 9:00 am - 11:30 am	Document Assessment - I-LIKHA	
May 20 / 1:00 pm	Deliberation via zoom	via Zoom
May 21 / 10:00 am	Presentation of Initial Document Assessment Result	via Zoom
Validation		
July 5-7, 2021	Onsite Validation	
July 8, 2021 / 9:00 am - 11:00 am	Deliberation	via Zoom
July 9, 2021 / 10:00 am	Presentation of Validation Results and Recommendation	via Zoom



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Attachment C. Program/Project/Activity Evaluation Tool





PROGRAM TITLE	
PROPONENT/S	
DIVISION/UNIT/SECTION	
TARGET BENEFICIARIES	
DATE OF EVALUATION	

Description: This tool aims to assess and evaluate the status of implementation, progress and performance of the division's program, projects and activities in terms of REEIS indicators (Relevance, Effectiveness, Efficiency, Impact and Sustainability). All the data that will be gathered in this tool will be treated highly confidential and will only be utilized within the scope of the DepEd Cavite intended and targeted PPAs deliverables.

Instruction: Based on your assessment, kindly respond to the following indicators by placing (/) corresponding your response and be guided with the following rating scale:

- Evident** - Document/s presented were complete and accurate to satisfy the indicator asked.
- Partially Evident** - Presented document/s but not completely satisfied with the indicator asked (i.e. incomplete data).
- Not Evident** - No document presented to support/satisfy the indicator asked.



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RELEVANCE					
Indicator	Evident (2)	Partially Evident (1)	Not Evident (0)	Suggested MOVs	Remarks
1. The program addresses the identified needs of its target beneficiaries.				Consolidated Needs Assessment Result of Schools Results of the program that show that the assessed needs are addressed	
2. The implementation of the program is still relevant and appropriate to the current situation.				Needs assessment results/reports Legal bases such as updated Memorandum, Circulars Program objectives Documentation of the implementation (if available) Evidence of improvement in the baseline data (can be qualitative data of quantitative data)	
3. The objectives set for the program are aligned to identified needs, problems and				Assessed needs, problems, and issues	



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issues to be addressed.				Program Plan and Design Objectives of the Program	
4. The program is designed based on existing DepEd national/regional issuance and policies.				Legal bases such as DepEd Orders and Memorandum; Central Office Memorandum; and Regional Memorandum. Program Plan and Design	
5. The program is responsive to stakeholders' needs.				Needs Assessment Report Any document containing feedbacks about current problems, issues, and/or needs, from any stakeholder group (school heads, students, teachers, parents, community, etc.) gathered through online/offline means Timeline of the program Report on how the program addressed	



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				the identified needs	
6. The program complements/in support of other division PPAs.				<p>Program Plan and Design</p> <p>Legal bases such as CO, RO and DO Memorandum and Circulars, DEDP, AIP, etc.</p> <p>Written report on how the program complemented/ supported other programs.</p>	
SUBTOTAL (total points / perfect score *100)					

EFFECTIVENESS

Indicator	Evident (2)	Partially Evident (1)	Not Evident (0)	Suggested MOVs	Remarks
1. The objective/s is/are specific, measurable, attainable, reliable, and time-bound.				Approved program proposal/design with objectives	
2. The objective/s is/are met with corresponding tangible and verifiable evidence.				<p>Program Objectives</p> <p>Accomplishment Report</p>	
3. The program is implemented as planned and				Program Plan and Design	



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designed.				Program Matrix Accomplishment Report	
4. The program outcomes/results are in line with the division's strategic directions and agenda.				DEDP, AIP, OPCR Accomplishment Report containing data consistent with the division's strategic direction and agenda	
5. Evidence and proof/s of implementation, monitoring and assessment is highly evident with corresponding summary of results.				Internal (Proponent) Monitoring and Evaluation Plan and Report with summary of results and interpretation M&E tool Any documentation showing implementation, monitoring, and assessment of results through online or offline means	
6. Results of implementation monitoring and assessment are discussed and evaluated by members of the Team				Minutes of the Meeting Internal Monitoring and Evaluation Plan and Report	



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for further re-adjustment/s or deviation/s in the plan and implementation schematic.				Any documentation showing that the program team convene to discuss about the results of implementation and monitoring	
SUBTOTAL (total points / perfect score *100)					

EFFICIENCY					
Indicator	Evident (2)	Partially Evident (1)	Not Evident (0)	Suggested MOVs	Remarks
1. The program is implemented within a given timeframe				Program Plan and Design Implementation Plan Timeline/Calendar/ Gantt Chart	
2. The program is implemented with value for money and school resources.				Budget Matrix and Report	
3. Men, materials, machineries, methods, and money are carefully assessed by the Program Management Team to ensure that all things				List of Focal Persons Inventory of Materials Program Plan and Design	



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are set in motion.				Budget Matrix Accomplishment Report	
4. Working committees are created with sufficient number of members and a chair or focal person assigned				List of Focal Persons in the Division and schools	
5. Maximize the available resources (time, effort, materials, etc.) in the entire duration of the program.				Inventory of Available Resources Before and After the Program Implementation	
6. Produce the outputs and outcomes as planned.				Objectives and Expected Results of the Program Accomplishment Report	
SUBTOTAL (total points / perfect score *100)					



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IMPACT					
Indicator	Evident (2)	Partially Evident (1)	Not Evident (0)	Suggested MOVs	Remarks
1. The program is highly appreciated by the target beneficiaries as supported by M&E data.				M&E tool M&E data Any document containing appreciation feedback from the target beneficiaries	
2. The program is able to address the identified needs with resonating effect to the school community and the locality where the project was conducted.				Consolidated / Summary of School Report relative to the Result of Program Implementation and Result related to the impact of the program to school community/locality	
3. Magnitude of the impact can be felt in the school community and the locality where it is conducted as evident by change in perspectives, behavior modification, habit formation, learning achievement, strengthened relations among and between the				Educational Result Any document showing the feedback that the program produced positive changes in the school community/locality	



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beneficiaries and the immediate members of the community/locality, etc.					
4. It resonates from the circle of the target beneficiaries down to the community and beyond with proof or manifestations of support from them.				Documentation/sup porting documents showing stakeholders' support to the program	
5. The program has been benchmarked by other divisions.				List of schools implementing the program List of schools / division who benchmarked the program	
SUBTOTAL (total points / perfect score *100)					

SUSTAINABILITY					
Indicator	Evident (2)	Partially Evident (1)	Not Evident (0)	Suggested MOVs	Remarks
1. Is sustainable as it demonstrates best practices worthy to be benchmarked.				Any documentations of best practices in the program for the last 3 years	
2. Is successful and workable.				Educational Result	



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				Data showing the desirable trend of results (e.g., LOA – increasing trend; KALINGA – decreasing number of OSYs)	
3. Challenges and issues on program implementation are properly addressed				Assessment of needs, problems/ challenges and issues related to the program Documentations that these are addressed	
4. Support of stakeholders is highly evident.				Documentation/sup porting documents showing stakeholders' support to the program	
5. Performance outputs have been continuously improving.				Educational Result Data on the performance of the program in the last 3 years	
6. Status of school implementation of the respective program				List of Schools who implement the Programs with their status	
SUBTOTAL (total points / perfect score *100)					



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Note: To get the sub-total, add all the ratings divided by the number of indicators in that particular component. To get the Grand Total, add all the sub-totals divided by five; the answer will be the AVERAGE RATING for the Program evaluated.

EVALUATION SUMMARY

INDICATORS	PERCENTAGE
Relevance	
Effectiveness	
Efficiency	
Impact/s	
Sustainability	
FINAL AVERAGE RATING	

Interpretation to the Final Average Rating (Quality of PPA)

Outstanding	–	100%
Very Good	–	75 - 99%
Average	–	50 - 74%
Poor	–	25 - 49%
Very poor	–	0 - 24%





Significant Observations:

Name and Position/Designation of Evaluator

Date Evaluated
Conforme:

Proponent



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