



Republic of the Philippines  
Department of Education  
Region VIII

**SCHOOLS DIVISION OF TACLOBAN CITY**

May 19, 2022

**DIVISION MEMORANDUM**

No. 241 s. 2022

**2<sup>nd</sup> QUARTER DIVISION INTERNAL MONITORING, EVALUATION &  
ADJUSTMENTS (IMEA) FOR THE OFFICE OF THE SCHOOLS DIVISION  
SUPERINTENDENT CY 2022**

To: OFFICE OF THE SDS  
OFFICE OF THE ASDS  
OFFICE OF THE CID  
OFFICE OF THE SGOD  
All others concerned

1. To ensure the efficiency, effectiveness and assuring the quality of the Delivery of basic education services in the public schools, the Office of the Schools Division Superintendent will conduct the **1st Quarter Internal Monitoring, Evaluation and Adjustments (IMEA) 2022 on June 17, 2022 (Friday)**. Venue to be announced later.
2. The following schedules & activities are follows;
  - Identification and Gathering of MOVs
  - Presentation of Issues, Resolution and Strategic Plans for the Next Quarter.
  - Presentation of the Accomplishments for the Quarter
3. The OSDS shall assign a MEA focal person who is in-charge of gathering data and MOVs concerning CID, SGOD, and BAC accomplishments in OSDS MEA Tool.
4. The participants to this activity are the following:

Dr. Mariza S. Magan, CESO V	SDS
Mr. Edgar Y. Tenasas	ASDS
Mr. Mark Chester Anthony G. Tamayo	CID Chief
Dr. Melani D. Escobarte	SGOD Chief
Mr. Francisco A. Anchojas	Admin. Officer V
Mr. Mardonio B. Macapugas	HRMO
Mr. Jake Superable	Div. Records Officer
Ms. Jenneth S. Lagunzad	Div. Supply Officer

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Mr. Rodel R. Naval  
Ms. Nessa L. Homeres  
Ms. Nancy O. Aninao  
Atty. Socorro T. Pancipanci  
Mr. Angelo V. Alcaraz  
Mr. Roger D. Dagale  
Ms. Jennith II S. Gabisay  
Ms. Carmela E. Torres  
Christian Noel R. Cabrigas  
Two (2) Secretariat

Div. Budget Officer  
Div. Accountant  
Div. Cashier  
Div. Legal Officer  
Div. Planning Officer  
Div. SEPS M&E  
Div. SEPS Soc. Mob.  
Div. ITO  
BAC Representative

5. Participants expected to bring laptops and MOVs for the Quarter (April to June 2022)
6. Expenses incurred shall be charged to **OSDS Local Funds** subject to usual accounting and auditing rules and regulations.
7. Your attendance is highly appreciated.
8. Wide dissemination of this memorandum is desired.

  
**MARIZA S. MAGAN, EdD CESO V**  
Schools Division Superintendent

