



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF TUGUEGARAO CITY

September 15, 2022

DIVISION MEMORANDUM

No. 200, s. 20 22

**MONITORING OF PROGRAMS, PROJECTS, AND ACTIVITIES (PPAs) IN
SCHOOLS, SY 2022-2023**

To: Assistant Schools Division Superintendent
SGOD and CID Chiefs
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Head
All Others Concerned

1. The Schools Division of Tuguegarao City, through the Schools Governance and Operations Division (SGOD) is committed to quality assure all programs, projects, and activities of schools in the Division. The monitoring and evaluation (M&E) of schools' programs, projects, and activities (PPAs) shall help provide a consolidated source of information showing the progress of the schools. It shall be used as a basis to steer decision-making and learning processes. Further, it shall help identify gaps and weaknesses in the PPAs so that timely and appropriate adjustments and interventions are made to bring the PPAs back on track. Moreover, results from M&E may be the basis for provisions of technical assistance.
2. For this purpose, the Division requires the submission of all school PPAs intended to be implemented for SY 2022-2023.
3. A Template is provided which can be accessed through the link https://bit.ly/School_PPAsMT. The report should be emailed to cheryl.roque@deped.gov.ph on or before September 30, 2022.
4. A Division Schools' Programs, Projects, and Activities Monitoring Team with the following members is hereby created for this purpose.

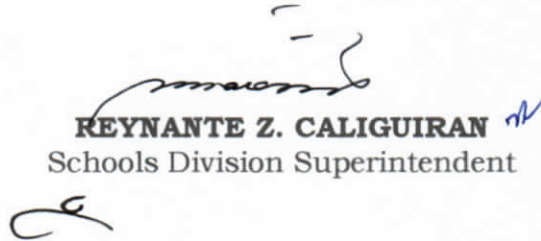
Edwin N. Catulin	-	Chairman
Randall A. Talamayan	-	Member
Ronnie A. Arellano	-	Member
Cheryl Anne F. Roque	-	Member
Ma. Josephine Angela S. Cacacho	-	Member



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5. Should there be any questions, please contact Ms. Cheryl Anne F. Roque through CP No. 09657569530.
6. For information, guidance, and compliance.


REYNANTE Z. CALIGUIRAN
Schools Division Superintendent

Reference:
To be indicated in the Perpetual Index
Under the following subjects:
SCHOOL MONITORING



SGOD-GMD-CFR

SGOD-09- 33



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PROGRAMS, ACTIVITIES, PROJECTS (PAPs) MONITORING TOOL
SY 2022-2023

School:: TUGUEGARAO CITY

Major PAPs (1)	Fund (PhP) (2)	Source of Fund (3)	Planned/Conducted Activities along the PAP (4)	Linked to...? (K.I.T.E.) K to 12 curr. Revision/update I - mprovement of learning enviror ment I - eachers' upskilling/reskilling E - ngagement cf stakeholders (5)	Date of implementation (6)	Remarks (7)

Prepared by:

Verified True and Correct:

School SMME Coordinator

School Head

WORK INSTRUCTIONS

1. The PPAs Monitoring Tool is to be accomplished by the Schools at the beginning of the school year. This is for the Division to validate, monitor and/or evaluate the different programs, projects, and activities that the school plans to conduct or implement.
2. In Column 1, the PPAs are identified. Sample PPAs. A list of PPAs is provided for reference. You may include other PPAs not identified in the list.
3. In Column 2, indicate the amount to be used (estimate or actual amount).
(For PPAs that do not involve any money, indicate *None*)
4. In Column 3, indicate the funding source. (For PPAs that do not involve any money, indicate *None*)
5. Column 4 are the activities planned along the PPA.
Example: PPA - Basic Education Facilities
Activity/ies - Repair of School Building
Conduct of Orientation-Meeting, re: Repair of School Building
6. In Column 5, of the listed activities along the PPA, identify whether the activity has something to do with K- K to 12 Curriculum, Revision/Updating; I - Improvement of Learning Environment; T - Teacher s' Upskilling/Reskilling; or E - Engagement of Stakeholder.
Only the letter K, I, T, or E shall be written on the Form.
7. Column 6 refers to the period covered in the implementation of the activity/ies along the PPA.
8. In Column 7, indicated whether the activity/ies was/were conducted or implemented.
If not conducted, state the reason/s.

Sample PPAs

- | | | |
|-------------------------|--------------------------|-------------------------|
| 1. BEF | 5. ELLN | 9. Learner Support Prog |
| 2. Bldg Partnership Prc | 6. Flexible Learning Op | 10. Madrasah Educ |
| 3. Computerization Prc | 7. HRD | 11. MG |
| 4. Campus Journalism | 8. IPEd | 12. PMIS |
| 13. Policy & Research | 17. ERF/MT/Reclass | 21. SPED |
| 14. SBFP | 18. Physical Fitness & ! | 22. YFP |
| 15. Textbooks & Other | 19. Child Protection Pr | 23. DRRM |
| 16. School MOOE | 20. ALS | |