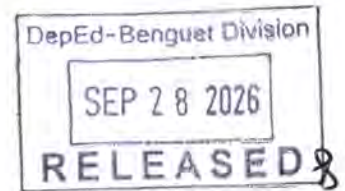




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**Schools Division of Benguet**



24 September 2026

**DIVISION MEMORANDUM**

No. 398, s. 2026

**REORGANIZATION OF DIVISION MONITORING, EVALUATION, AND  
INSPECTION TEAM (DMEIT)**

To: OIC-Office of the Assistant Schools Division Superintendent  
Curriculum Implementation Division (CID)  
School Governance and Operations Division (SGOD)  
Education Program Supervisors  
PSDS/PSDIs  
All Others Concerned

1. In line with the Department of Education's commitment to ensuring effective program implementation, accountability, quality assurance, continuous improvement, and informed decision-making, the Division Monitoring, Evaluation, and Inspection Team (DMEIT) is hereby reorganized to strengthen the monitoring, evaluation, and inspection functions of the Schools Division Office.
2. This reorganization aims to enhance coordination among functional divisions and units, improve data-driven decision-making, ensure compliance with policies and standards, and provide timely technical assistance to schools and offices.
3. The composition of the Division Monitoring, Evaluation, and Inspection Team (DMEIT) is as follows:

| Position                                         | Role        | Responsibilities                                                                                                                                                                                                                                                          |
|--------------------------------------------------|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Assistant Schools Division Superintendent (ASDS) | Chairperson | <ul style="list-style-type: none"><li>• Provides overall leadership, policy direction, and supervision of the DMEIT and ensures the utilization of findings for continuous improvement and informed decision-making.</li></ul>                                            |
| Chief Education Supervisors (CID and SGOD)       | Members     | <ul style="list-style-type: none"><li>• Provide oversight on monitoring, evaluation, and quality assurance of governance, operational, and curriculum implementation programs.</li><li>• Ensure the quality of data, reports, and recommendation interventions.</li></ul> |

|                                                                                                                                                                                                                                                                             |         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Chief Education Supervisors (CID and SGOD)                                                                                                                                                                                                                                  |         | <ul style="list-style-type: none"> <li>• Provide technical guidance on monitoring, evaluation, and inspection activities</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| SEPS- SMME<br>EPSpII- SMME<br>EPS- CID<br>EPS- SGOD<br>Planning Officer III<br>PSDS/ PSDI (for concerned district<br><br><b>(additional members for Public Schools concern)</b><br>Education Facilities Engineer<br>AO V-Budget Officer<br>Division Bookkeeper per District | Members | <ul style="list-style-type: none"> <li>• Participate in the planning and conduct of monitoring, evaluation, and inspection activities.</li> <li>• Collect, validate, and analyze data and evidence from schools and offices.</li> <li>• Prepare and submit monitoring, evaluation, and inspection reports.</li> <li>• Provide technical assistance and recommendations based on findings.</li> <li>• Monitor compliance with policies, standards, and agreed action plans.</li> <li>• Document good practices, issues, gaps, and opportunities for improvement.</li> <li>• Perform other related functions as may be assigned by the Chairperson.</li> </ul> |

4. This Memorandum shall take effect immediately upon issuance and shall remain in force unless amended, revised, or rescinded.

5. For information, guidance, and strict compliance.

sgd  
**CARMEL F. MERIS**  
 OIC-Schools Division Superintendent