



Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

22 November 2021

**DIVISION MEMORANDUM**

DM No. 899, s. 2021

**MONITORING OF THE 2021 SHS-JDVP IMPLEMENTATION PHASE**

**To:** OIC-Assistant Schools Division Superintendents  
Division Chiefs  
Education Program Supervisors  
Education Program Specialists  
Public Schools District Supervisors  
School Heads and School JDVP Coordinators  
Members of the Division JDVP Monitoring and Evaluation Team  
All Others Concerned

1. Relative to conduct of the **Senior High School Joint Delivery Voucher Program (SHS-JDVP) 2021-2022** which commenced in November 15, the School Governance and Operations Division - School Management Monitoring and Evaluation Section (SGOD-SMME), in cooperation with the Curriculum Implementation Division (CID) and the Division JDVP Focal Person, announces the conduct of an onsite monitoring of the 2021 SHS-JDVP as articulated in DepEd Order No. 40, s. 2021 on **December 6-10, 2021**.
2. Generally, the **Division JDVP Monitoring and Evaluation Team (DJMET)** shall assess the program implementation in terms of the following:
  - a. Conduct of orientation program for all concerned prior to the JDVP implementation;
  - b. Implementation of a school-based JDVP Action Plan in coordination with the JDVP partner;
  - c. Monitoring of attendance of beneficiaries, trainers and other DepEd personnel;
  - d. Observing minimum health safety standards throughout the implementation stages;
  - e. Setting of formal agreement with the JDVP partners through a Memorandum of Agreement (MOA) or Memorandum of Understanding (MOU);
  - f. Documentation of all JDVP activities;
  - g. Submission of the JDVP partners' training plan;
  - h. Provision of training resources and allowances for transportation or e-load as agreed with the JDVP partners;

DEPEDQUEZON-TM-SDS-04-009-003



*"Creating Possibilities, Inspiring Innovations"*

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321  
Email Address: quezon@deped.gov.ph  
Website: www.depedquezon.com.ph

|   |                 |
|---|-----------------|
|  |                 |
| DEPED - QUEZON<br>ICT UNIT  |                 |
| <b>UPLOADED</b>   |                 |
| <b>NOV 26 2021</b>  |                 |
| Date/Time   | NOV 26 9:15 AM  |
| By  | DM 899, s. 2021 |
| Ref. no.  | DM 899, s. 2021 |





Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

---

- i. Delivery of trainings with quality following the prescribed training hours, and considering the least mastered competencies provided to trainers before the start of trainings;
  - j. Tracking of attendance of trainers on a regular basis for feedback purposes;
  - k. Focusing the trainings on skills development provided by the JDVP beneficiaries;
  - l. Reporting regularly the status of trainings, and of the improvement of learners;
  - m. Utilizing the JDVP fund in accordance with the guidelines;
  - n. Maintaining accurate JDVP data as may be required in the guidelines or requested by the SDO-JDVP focal person;
  - o. Preparation of a school-based M&E report;
  - p. Establishing a complaint mechanism from the selection of learners and partners up to the actual implementation of the program; and
  - q. Submission of all required documents to the Division Office and/or school filing.
3. During this monitoring period, the Public Schools District Supervisors (PSDSs) are also tasked to monitor curriculum implementation of the program for qualified schools, in cooperation with their respective SHiGOs.
  4. The SGOD-SMME shall communicate with the PSDSs the list of prioritized schools per congressional district, while the itinerary of travel shall be coordinated accordingly with the DJMET Team Leader or Assistant Team Leader. The PSDSs are expected to provide necessary support to the members of the DJMET for the success of this activity.
  5. The monitoring tool prescribed in DO 40, s. 2021 shall be used to assess the JDVP implementation in schools.
  6. Enclosed is the list of DJMET sub-teams and their corresponding district assignment for your guidance and information.
  7. Travel and other incidental expenses incurred in the conduct of this monitoring shall be charged against the Division MOOE or other applicable fund source, subject to the usual accounting and auditing procedures.
  8. Widest dissemination of and strict compliance to this Memorandum is highly desired.

**ELIAS A. ALICAYA JR., EdD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

mmt/ord/smme/11/22/2021

DEPEDQUEZON-TM-SDS-04-009-003

---



*"Creating Possibilities, Inspiring Innovations"*

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321  
Email Address: quezon@deped.gov.ph  
Website: [www.depedquezon.com.ph](http://www.depedquezon.com.ph)





Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

Enclosure to DM No. 899, s. 2021

**DJMET Monitoring Assignment**  
December 6-10, 2021

| Sub-Teams | Team Members   | Congressional District Assignment |
|-----------|--|-----------------------------------|
| TEAM 1    | <b>Team Lead:</b> EPS Juanito A. Merle<br><b>Asst. Team Lead:</b> SGOD Chief Elizabeth M. De Villa<br><b>Members:</b><br>EPS Celestina M. Alba<br>EPS Joseph E. Jarasa<br>PDO Mark Angelo M. Tiusan (Documenter)     | 1                                 |
| TEAM 2    | <b>Team Lead:</b> CID Chief Lorena S. Walangsumbat<br><b>Asst. Team Lead:</b> SEPS Oscar R. Duma Jr.<br><b>Members:</b><br>EPS Joan Alejaida R. Mauhay<br>SEPS Regina V. Marino<br>PDO Leah A. Perez (Documenter)    | 2                                 |
| TEAM 3    | <b>Team Lead:</b> EPS Walter F. Galarosa<br><b>Asst. Team Lead:</b> SEPS Gilbert Alva<br><b>Members:</b><br>PO Marbin Jeramil D. Fragata<br>PDO Arvin Repaso<br>PDO Hazel Ann Camo (Documenter)                      | 3                                 |
| TEAM 4    | <b>Team Lead:</b> EPS Carmela Ezcel A. Orogo<br><b>Asst. Team Lead:</b> SGOD-EPS Raul R. Agaran<br><b>Members:</b><br>EPS-II Michelle G. Duma<br>EPS-II Maria Bernadit M. Tupas<br>PDO Glenda P. Verdan (Documenter) | 4                                 |

-Nothing follows.

DEPEDQUEZON-TM-SDS-04-009-003



*"Creating Possibilities, Inspiring Innovations"*

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321  
Email Address: quezon@deped.gov.ph  
Website: www.depedquezon.com.ph