



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

30 Oct 2025

DIVISION MEMORANDUM
No. 624, s. 2025

**MONITORING OF THE PRE AND POST IMPLEMENTATION OF DOWNLOADED
SUPPORT FUNDS FOR RESPONSE INTERVENTIONS**

TO: Assistant Schools Division Superintendents
Chief- School Governance and Operations Division (SGOD)
Budget Officer III/Accountant III
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. This Office, through the School Governance and Operations Division shall conduct pre- and post-implementation monitoring of all projects and activities funded under the Disaster Preparedness and Response Program (DPRP) Fund from **FY 2024** to the **present**.
2. All schools within the Division that received Downloaded Support Funds for Response Interventions from FY 2024 to the present are included in this activity. The monitoring activity will commence on **November 10, 2025** to **March 22, 2026**. A detailed schedule and list of schools to be visited will be coordinated through an advisory.
3. This activity seeks to verify that all interventions are implemented as intended and are consistent with approved plans, and fund utilization guidelines. It also aims to ensure that response interventions truly address the needs identified by the concerned schools and contribute to a safer and more resilient learning environment.
4. Specifically, the monitoring will include the following components:
 - a. Pre-Implementation Monitoring**
 - Validation of the school's readiness to implement the approved intervention (e.g., approved Program of Works and Action Plan, etc.)
 - Verification of alignment with approved objectives and fund utilization guidelines;
 - Documentation of baseline conditions through photos and initial reports.
 - b. Post-Implementation Monitoring**
 - On-site validation of completed interventions to assess quality, completeness, and functionality;
 - Evaluation of the project's impact and compliance with approved standards;



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- Documentation of accomplishments through “before” and “after” photos, accomplishment reports, and short narratives on project outcomes.
5. The monitoring shall be led by the Office of the Assistant Schools Division Superintendent in charge of School Governance and Operations, with the following team members:
- **Dr. Mario B. Maramot** - Team Leader
 - **Mr. James Angelo T. Año** - Asst. Team Leader
 - **Engr. John Albert L. Tiquis/ Engr. Jesriel Anne Macaraig- Abutan** – Technical Validator
 - **Mr. Jericho D. Andal**, Administrative Support II (DRRM)- Member
 - Public Schools District Supervisor/ Sub-Office DRRM Focal Person – Member
6. This also serves as the travel order of the monitoring team. Expenses relative to the conduct of this activity shall be charged against the available Disaster Preparedness and Response Program Fund subject to usual accounting and auditing rules and regulations.
7. All concerned personnel are requested to extend their full cooperation and ensure the availability of required documents and access during the conduct of monitoring activities.
8. For further details, please coordinate with Mr. James Angelo T. Año, Division DRRM Officer through e-mail at sgodbatangas@deped.gov.ph.
9. Immediate dissemination and compliance with this Memorandum are expected.

MARITES A. IBANEZ, CESO V
Schools Division Superintendent

Encl: As Stated

Reference: Division Memorandum no. 544, s. 2025

To be indicated in the Perpetual Index under the following subject:

Issuances: Division Memorandum

JATA, MONITORING OF THE PRE AND POST IMPLEMENTATION OF DOWNLOADED SUPPORT FUNDS FOR RESPONSE INTERVENTIONS, S2-113205 , 30102025